



· And rest are Generic selects

Name	Email	Phone
U Deepika Rani Patnaik	<a href="mailto:deepikarani392@gmail.com">deepikarani392@gmail.com</a>	919912140777
Dhanasare Madhuri	<a href="mailto:dhanasaremadhuri1808@gmail.com">dhanasaremadhuri1808@gmail.com</a>	918500507272
NANDHINI	<a href="mailto:nandhinikondoju88@gmail.com">nandhinikondoju88@gmail.com</a>	917330900277
Bezawada Neharika	<a href="mailto:neharikabezawada@gmail.com">neharikabezawada@gmail.com</a>	918143616962
tabassum	<a href="mailto:tabu7318@gmail.com">tabu7318@gmail.com</a>	917396237318
Ramadevi	<a href="mailto:ramadevivarimadla3@gmail.com">ramadevivarimadla3@gmail.com</a>	917729911332
Ruchika	<a href="mailto:ruchikahky@gmail.com">ruchikahky@gmail.com</a>	918897109280
meharaj unnissa	<a href="mailto:mehrajunnisa813@gmail.com">mehrajunnisa813@gmail.com</a>	917981028534
LAKSHMISAI	<a href="mailto:lakshmisai7842936006@gmail.com">lakshmisai7842936006@gmail.com</a>	917842936006
R.Divya bharthi	<a href="mailto:divyarajput269@gmail.com">divyarajput269@gmail.com</a>	919849716973
sri vidya malkapuram	<a href="mailto:srividyammu@gmail.com">srividyammu@gmail.com</a>	918519880275
s.nalini	<a href="mailto:thoshiba.manis@gmail.com">thoshiba.manis@gmail.com</a>	917396327602
akhila bogam	<a href="mailto:bogamdeepa@gmail.com">bogamdeepa@gmail.com</a>	917901080718
KULSUM BIBI	<a href="mailto:kulsumbibi99@gmail.com">kulsumbibi99@gmail.com</a>	919581559707
Thummala Ramya	<a href="mailto:ramya.tumma18@gmail.com">ramya.tumma18@gmail.com</a>	919553200731
sravya mattaparathi	<a href="mailto:sravyamattaparathi14@gmail.com">sravyamattaparathi14@gmail.com</a>	918686389096
S. Peniel Princy	<a href="mailto:princyrose26@gmail.com">princyrose26@gmail.com</a>	919912517896



S. Peniel Princy	<a href="mailto:princyrose26@gmail.com">princyrose26@gmail.com</a>	919912517896
Anusha Pollampally	<a href="mailto:anu722833@gmail.com">anu722833@gmail.com</a>	917730089266
Priyanka	<a href="mailto:priyankamudhiraj5159@gmail.com">priyankamudhiraj5159@gmail.com</a>	918374193325
TULASI PEDDAPENKI	<a href="mailto:tulasipeddapenki@gmail.com">tulasipeddapenki@gmail.com</a>	919603338393
samreen Begum	<a href="mailto:samreensams30@gmail.com">samreensams30@gmail.com</a>	919703202177

Thanks,

**MA Muqeeth**

**Assistant Manager**

Campus Hiring-HYD,

M +91-9703202177



E [muqeeth.ma@genpact.com](mailto:muqeeth.ma@genpact.com)

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This e-mail (and any attachments), is confidential and



## Provisional Offer Letter

Dear Mr/Ms. \_\_\_\_\_

Sangeetha Kumari

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Technology Services, as Customer Support Executive.

1. **Date of joining:** We expect you to join on June 10, 2019 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
2. **Work Ethics:** You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.
3. **Shift and Timings:** You will be required to work in Night Shift Between 6.30 Pm – 4.30 Am.
4. **On reporting please bring two recent passport size photographs, photocopy of your all educational Certificates. Aadhar card, Voter's ID / PAN Card , Bank Passbook.**

Welcome to the Zealous family. We wish you a long, rewarding and fulfilling career. We take this opportunity to wish you the very best in your career.

Thanking you.

Yours faithfully,  
For Zealous Technology Services

Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Technology Services

Name:

Signature:

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 040 - 30053821, 22, 23

EMAIL: [hr@zealousservices.com](mailto:hr@zealousservices.com)

### **ZEALOUS TECHNOLOGY SERVICES**

Corporate Office : Office No: 12-6-11, Ground Floor & 6th Floor, Vijay Sai Tower's, Vivek Nagar,  
Kukatpally Main Road, Kukatpally, Hyderabad, Telangana - 500 072.  
Ph. No: 040 - 3005 3821 / 22.

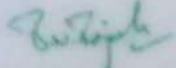


# VIVEKANANDA DEGREE COLLEGE

Affiliated to Osmania University  
Lane Opp. B.J.P. Office, Kukatpally, Hyd-72  
Ph. 040-4011 6098, 93940 68321



**Mrs. B. SAMATHA**  
DEPARTMENT OF TELUGU

  
PRINCIPAL

[www.vivekanandadegreecollege.com](http://www.vivekanandadegreecollege.com)



**examity**<sup>®</sup>

BETTER TEST INTEGRITY.



**Banda Bharathi**

**Emp ID: E-3038**

**DOJ : 22<sup>nd</sup> Mar 2021**

**Blood Group: O<sup>+</sup>**

**[www.examity.com](http://www.examity.com)**



 **Tesla**  
DIAGNOSTICS



Name : B. RAJESHWAR  
Designation : Lab Technician  
Blood Group : B+(Ve)  
Cell : 70939 19937

  
Authorised Signature

W.D. Sri Venkateswara Swamy Temple Trust, Chinnayakanahalli, Hyderabad, India.  
Ph: 940-2382-1702, 9989704000, Email: info@tesla.co.in



**VIGNAN**  
COLLEGE OF EDUCATION

College Code: 1642



**BOYA NAGA JYOTHI**

**Methodology:** Biological Sciences

**Course** : B.Ed (2020 - 2022)



Sreedhar's

**CCE**

College for Competitive Exams

[www.sreedharscce.com](http://www.sreedharscce.com) & [www.sreedharscce.org](http://www.sreedharscce.org)



**C SAHITHYA**

Blood Group A(+)

ENGLISH FACULTY

AMEERPET

7680887711

DILSHUKNAGAR

7680887722





**Mettu  
Harika**



### APPOINTMENT LETTER

**7 June, 2021**

Dear **SANAGALA HARINI MEENAKSHI**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

#### **1. Place of Employment and Timing:**

1. Your initial place of work will be at **IN-Hyderabad**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

#### **2. Compensation and Benefits:**

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 56000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

#### **3. Reimbursement of Expenses:**

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

Signed by SANAGALA HARINI MEENAKSHI | harinimeenakshi34@gmail.com | 07-06-2021 09:28:25 PM IST | 49.204.185.207

#### **4. Leaves:**

You shall be entitled to reasonable periods of leave as per company policy (to be taken in agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

#### **5. Term:**





No. :

Name

*M. KEERTHI PRAJITHA*

Emp. No.

*NTN/3066*

Blood Group :

Address :

Tel. :

Valid Till :

Issuing Authority :

*A. Jothi*



## Acknowledgement Card

### Phase - II

Acknowledgement No: 42788

Candidate Details :	
HT.No : 62088260005	Rank : 2844
Name : KRISHNAVENI GADICHARLA	Gender : F
Father's Name : KANAKAIAH	Date of Birth : 05-01-1999
Category : BC-D	Region : OU(Telangana)
Parental Income : Lower	SpecialCategory : ,,,

Provisional Allotment Details :	
Alloted College : B.M.R. Degree & PG College, Siddipet.	
Course : M.Sc. Chemistry (Organic Chemistry)	College Type : OU Affiliated
Alloted Category : PAY_BCC_OU_GEN	Payment Type : Payment

### Payment Details

Payment Transaction ID	: FEE1054550
Payment Date	: 10-03-2021 : 12:38:08
Course Fee Rs	: 27835.00 /-
Amount paid in 1st phase Rs	: .00 /-
Fee paid Rs	: 700.00 /-

#### Instructions to candidate

1. Report to the allotted college and submit the acknowledgement card and original Transfer Certificate (T.C) on or before 15-03-2021
2. Produce all original certificates for final verification at the time of reporting at college.
3. After final verification the candidate should collect Allotment order and joining report from the college authorities.
4. Bring two sets of photocopies (Xerox) of all certificates for submission at the respective colleges.
5. Reporting at allotted college and submission of original Transfer Certificate (T.C) at allotted college on or before 15-03-2021 is compulsory. If candidate fails to submit original Transfer Certificate (T.C) at allotted college on before 15-03-2021 the provisionally allotted seat stands cancelled automatically.
6. After payment of Tuition Fee, if the candidate cancels the provisionally allotted seat, the candidate will forfeit the counselling fee of Rs.700/-.

CONVENER  
CPGET - 2020

Ref: 786685/1837478/Permt

Date: 07th January, 2021

**Meesala Sreehitha**  
18/A/P, Aparna Palm Grove  
Kompally, Hyderabad  
Phone No: 7989578067

**Subject - Offer of Appointment**

Dear **Meesala Sreehitha**,

It is our pleasure to welcome you to Tech Mahindra Limited.

1. With reference to our discussions, we are pleased to offer you appointment in our Organization as **Associate Customer Support on U1 band**, operating out of our **Hyderabad** office.
2. Your "Annual Total Cash Compensation" will be **Rs. 182641 (Rupees One Lakh Eighty Two Thousand Six Forty One Only)**. Please refer **Annexure-A** for details on the compensation and statutory deductions.
3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
4. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.
5. You are required to join on **08th January, 2021** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
6. On the date of joining, you are requested to report to **Naresh Kumar G at 12:00 PM** to complete the joining formalities at **Tech Mahindra Limited, SEZ Block, Unit V, Bahadurpally, Hyderabad - 500043**. At the time of joining, you are expected to carry originals of the documents as per **Annexure - D** and submit the copies of the same to the HR Team.
7. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Naresh Kumar G** latest by **08th January, 2021**.

Page 1 of 26

9. For any clarification / further information on-
  - Employment terms and conditions, please get in touch with **Offers Team** (E-Mail: [PS00551100@TechMahindra.com](mailto:PS00551100@TechMahindra.com))



For Tech Mahindra Limited



**Suchitra Kerkar**  
Global Head – Human Resource

**Encl:** **Annexure-A** (Salary Structure), **Annexure-B** (Important / Indicative Terms & Conditions of Employment), **Annexure-C** (Medical Self declaration), **Annexure-D** (Check List of Documents), **Annexure-E** (Confidentiality Agreement), **Annexure F** – Intellectual property Assignment, **Annexure-G** – General Covenant, **Annexure H** – (Code of Conduct and Ethics).

**Employee Info**

<b>DATE OF JOINING</b> Jan 20, 2020	<b>DESIGNATION</b> Investor Relation Officer	<b>LEVEL</b> SA	
<b>DEPARTMENT</b> Unit Operations	<b>COMPANY</b> KFin Technologies Private Limited	<b>DATE OF BIRTH</b> Feb 05, 1990	
<b>SUPERVISOR NAME</b> Ghufran Ahmad	<b>REVIEWER NAME</b> Roshan Nair	<b>LOCATION</b> Hyderabad	
<b>BRANCH NAME</b> Hyderabad	<b>ZONE</b> H Q	<b>EDUCATION QUALIFICATION</b> MBA	
<b>PAN NO.</b> BTBTP5277P	<b>PF NO.</b> APHYD00443430000067180	<b>PF UAN</b> 101556602103	<b>BANK A/C NO.</b> 193601502469
<b>OFFICIAL PHONE</b>	<b>PERSONAL PHONE</b> 9581439919	<b>EMAIL ID</b> mounika.tirupalli@kfinitech.com	<b>MEDICAL CARD NO.</b>
<b>BLOOD GROUP</b> O+	<b>LEAVE BALANCE</b> 13.5	<b>AADHAAR NO.</b> 557794870051	<b>PERSONAL EMAIL ID</b> Mounikareddy.tirupalli@gmail.com
<b>ADDRESS:</b> Dhulapally 5BI Bank Nagar Kompally Hyderabad 500014			<b>ESI NUMBER</b> 5216337678 <a href="#">(Download ESI Card)</a>

**Employee Roles & Responsibilities**

**Your HR Team**

IKEA India Retail Pvt Ltd

Module A1, A2 & A3, Quadrant-4,  
6th Floor, Cyber Tower Hitech City,  
Hitech City Madhapur,  
Hyderabad - 500081. TS



NAME : M. RAMYA

EMP. CODE : 40001037

BLOOD GROUP :

EMG. NO. : 8008259993

Card Expires Upon Termination of Employment

## CONTACT



## RESUME

@ reshmabegum952000@gmail.com

8106902092

H.no:24,Bhagyalaxmi colony, Tirmalgiri, secandrabad, Hyderabad, pin code:500015 in India

## OBJECTIVE

Seeking a colitative and competitive environment where my knowlege can be shared and enriched looking for an opportunity where I can improve quality and skills

## EDUCATION

2020

SSC: Government Girls high school lalbazar,, year of passing 2015 ,,

parcengege: 78.. Intermediate:Bipc , Government junior college for girls

West maredpally,,year of passing :2015-2017,, parcengege:70.

Degree:Bsc (Bzc): Government Degree college for women Begumpet ,,year of passing 2017-2020,,parcengege: 91

A-Grade

## SKILLS

Ms office Ms Excel Excel Power point presentation

## LANGUAGE

Hindi , English, Telugu

## ADDITIONAL INFORMATION

Name: Reshma Begum

Father name: Imaam

Mother name: Jareena begum

Date of birth: 9/5/2000

Gender: female

Nationality: Indian

Marital status: unmarried

Languages : Hindi,English,Telugu

Parmanet address: H.no: 24, Bhagyalaxmi colony, Tirmalgiri,secandrabad, Hyderabad, pin code 500015

Mobile no: 8106902092





**SALLA HARSHA VARDINI**

**Digital Marketing**

**CE120002**

**WWW.ONPASSIVE.COM**



#43, Ashwas Staff Colony,  
Opp: Ghanshyam Sup Mkt, Karkhana,  
Sec'bad - 500 009, Telangana, INDIA.  
Contact No: 040-27893268, 27892484



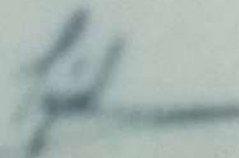
Emp. Code : 20015675

Emp. Name : Gulsanawar

Designation : CCE

Process : ACT

Blood Group : (B-)

  
Authorized Signatory



## CPGET - 2020

OSMANIA UNIVERSITY - HYDERABAD

Joining Report - Final Phase

Acknowledgement No: 50292

Date :03-04-2021 12:37:53

Candidate Details :			
HT.No	: 40005650004	Rank	: 948
Name	: AENUGUTALA SWATHI	Gender	: F
Father's Name	: AENUGUTALA APPALA SWAMY	Date of Birth	: 13-04-1999
Category	: OC	Region	: OU(Telangana)
Parental Income	: Lower	SpecialCategory	: ""

Provisional Allotment Details			
Alloted College	: Indira Priyadarshini Govt. Degree College for Women, Nampally, Hyderabad.	Course	: M.A. Political Science
College Type	: OU Affiliated	Payment Type	: Payment
Alloted Category	: PAY_OPEN_OU_FEMALE	Allotedin	: Final Phase

I hereby report to the college Indira Priyadarshini Govt. Degree College for Women, Nampally, Hyderabad. in M.A. Political Science - [ Payment ] allotted during the Final Phase of counseling and submit my joining report herewith on \_\_\_\_\_ (date).

**I am aware of the following :**

1. In case the candidate wishes to cancel their admission, they are required to approach the Principal of the college concerned only with a request letter.
2. After payment of Tuition Fee, if the candidate cancels the provisionally allotted seat, the candidate will forfeit the Counselling Fee of Rs.700/-.
3. If the candidate cancels his/her admission after final phase of counselling, tuition fee will be refunded as per UGC guidelines.
4. My claim for Reimbursement of Tuition Fee (RTF) will be considered subject to verification and eligibility criteria prescribed by Government of Telangana from time to time in the event of the candidate found not eligible for fee reimbursement the candidate shall have to pay the total Tuition fee.

Signature of Principal  
With office seal

Signature of Candidate

**Q**  
**CONNQ**  
BUSINESS SOLUTIONS LIMITED



SWETHA  
GAMBIRRAOPET SWETHA SRI  
246536

Blood Group : O-

GOWRA TRINITY, CHIRAN FORT LANE, BEGUMPET,  
HYDERABAD 500003, INDIA. TEL: +91 40 86387045

A SUBSIDIARY OF GUESS CORP

**Babitha Ettamainolu Babitha**  
10-5-779/3/2, Venkat nagar, thukaramgate



Dear **Babitha Ettamainolu Babitha**,

**Congratulations!**

**Sub: Offer of Employment**

You have been selected to join 24/7 Customer Private Limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row. We are hopeful and confident that you will be able to build a successful career with us and become a part of the "out-performance" culture at 24/7 Customer Private Limited.

We are pleased to offer you the position of **Digital Interaction Advisor** in 24/7 Customer Private Limited commencing from the Date **27-Oct-2021**. The following are the terms of employment with 24/7 Customer Private Limited.

1. Your Cost to Company ("CTC") will be as per the Annexure I enclosed. This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We will provide you a separate **Letter of Appointment** on the date of your joining.
4. Your joining formalities will be conducted remotely and is scheduled on **27-Oct-2021** at **7:00PM**. You will receive a Zoom invite on your registered email ID. You are requested to join the Zoom meeting on time without fail and be available throughout the session to complete joining formalities.
5. Upon joining, you will be provided Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay you the CTC retrospectively from the date of your joining the Company. It is hereby clarified that your entitlement of the CTC (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request the trainer and the trainer may consider your request on case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility will commence accordingly.
8. You are requested to bring along the documents listed below **WITHOUT FAIL** on your day of joining for the purpose of submission/verification:
  - Six passport size color photographs (important) with white background (Formal Attire)
  - Date of Birth proof certificate (Original and Photocopy)
  - Latest Mark sheet/ Education certificates (Original and Photocopy)
  - Previous Employment details (Service Certificate/ Relieving Letter if applicable in original)
  - Last drawn Pay slip (if applicable in original)
  - A valid Passport / Driver's license/ Aadhar Card/ Voter ID / Nationalised Bank Passbook with photo attested (Original & Photocopy)

If you have any queries pertaining to this offer letter please call us at - 9845526247/9945200330

Please confirm the acceptance of the offer letter by clicking the link sent to your registered email id along with your offer letter. If we do not receive the acceptance by 10:00 PM of **26-Oct-2021** and if you do not join the Company on **27-Oct-2021** this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer Private Limited.

With Best Wishes,

**Shivesh Kundan**  
VP - HR-Recruitment

**This is a system generated letter and does not require any signatures.**

[24]7.ai

Name : Babitha Ettamainolu Babitha

Annexure I

Level / Grade : L1G1

Designation : Digital Interactive Advisor

Fixed Components	Salary Components						
	CTC Per Month ( 1 to 3 months)	CTC Per Month ( 4 to 12 months)	1st Year Per Annum	CTC Per Month ( 13 to 15 months)	CTC Per Month ( 16 to 18 months)	CTC Per Month ( 19 to 24 months)	2nd Year Per Annum
Basic	4,500	4,500	54,000	4,500	4,500	4,500	54,000
House Rent Allowance	1,800	1,800	21,600	1,800	1,800	1,800	21,600
Advance Statutory Bonus	895	895	10,740	895	895	895	10,740
Special Allowance	6,965	6,965	83,580	6,965	6,965	6,965	83,580
<b>Total of Fixed components (I)</b>	<b>14,160</b>	<b>14,160</b>	<b>169,920</b>	<b>14,160</b>	<b>14,160</b>	<b>14,160</b>	<b>169,920</b>
<b>Benefits</b>							
Provident Fund - Employer's Contribution	1,376	1,376	16,512	1,376	1,376	1,376	16,512
Medical Insurance	195	195	2,340	195	195	195	2,340
Life Insurance	50	50	600	50	50	50	600
Gratuity	216	216	2,592	216	216	216	2,592
<b>Total of Benefits(II)</b>	<b>1,837</b>	<b>1,837</b>	<b>22,044</b>	<b>1,837</b>	<b>1,837</b>	<b>1,837</b>	<b>22,044</b>
<b>Variable Components</b>							
Target Shift Allowance	-	-	-	-	-	-	-
Performance Incentive							
ECOP A+	-	1,400	12,600	5,873	7,380	8,318	89,667
ECOP A	-	1,400	12,600	3,492	4,567	5,130	54,957
ECOP B	-	1,400	12,600	1,402	1,931	1,976	21,855
ECOP C	-	-	-	-	-	-	-
<b>CTC With ECOP A+</b>	<b>15,997</b>	<b>17,397</b>	<b>204,564</b>	<b>21,870</b>	<b>23,377</b>	<b>24,316</b>	<b>281,631</b>
<b>CTC With ECOP A</b>	<b>15,997</b>	<b>17,397</b>	<b>204,564</b>	<b>19,489</b>	<b>20,564</b>	<b>21,127</b>	<b>246,921</b>
<b>CTC With ECOP B</b>	<b>15,997</b>	<b>17,397</b>	<b>204,564</b>	<b>17,399</b>	<b>17,928</b>	<b>17,973</b>	<b>213,819</b>
<b>CTC With ECOP C</b>	<b>15,997</b>	<b>15,997</b>	<b>191,964</b>	<b>15,997</b>	<b>15,997</b>	<b>15,997</b>	<b>191,964</b>
<b>Approximate Take home With ECOP A+</b>	<b>12,528</b>	<b>13,917</b>		<b>18,357</b>	<b>19,852</b>	<b>20,733</b>	
<b>Approximate Take home With ECOP A</b>	<b>12,528</b>	<b>13,917</b>		<b>15,994</b>	<b>17,061</b>	<b>17,619</b>	
<b>Approximate Take home With ECOP B</b>	<b>12,528</b>	<b>13,917</b>		<b>13,919</b>	<b>14,444</b>	<b>14,489</b>	
<b>Approximate Take home With ECOP C</b>	<b>12,528</b>	<b>12,528</b>		<b>12,528</b>	<b>12,528</b>	<b>12,528</b>	
ESI - Employer's Contribution @ 3.25%	460	460	5,520	460	460	460	5,520
Broadband Reimbursement (Work From Home)	1,300	1,300	15,600	1,300	1,300	1,300	15,600
Self To Work (Work From Office)	2,200	2,200	26,400	2,200	2,200	2,200	26,400

With Best Wishes,  
**Shivesh Kundan**  
 VP - HR-Recruitment

This is a system generated letter and does not require any signatures.

## Annexure II

Benefits / Schemes	Description	Value
Advance Statutory Bonus	Statutory Bonus is applicable to those employee's whose basic salary is less than or equal to Rs. 21,000/- pm as per the payment of bonus (amendment) Act, 2015.	As applicable*
Production Incentive (ECOP)	As per Employee Cash Option Plan Policy of the company. The incentive is paid only if you meet all the performance requirements. The slabs are based on role / current program and subject to change in case of movement, internal policy changes , etc.	As per Policy**
Self To Work (STW)	Applicable as per 'Self to Work' Policy. This amount is paid only if employee opts for STW on HRMS and working from office. Actual payout will vary based on attendance for the month. This is not applicable for female employees working in shifts beginning and ending between 7pm to 7am.	As per Policy**
Company Transport	Company sponsored transport will be provided to employee from second day of FLE training ( Residing in areas within the hiring radius as per company policy) Please update your address and contact details in HRMS. Employees who do not opt for company transport are eligible for STW (if applicable as per policy)	As per Policy**
Broadband Reimbursement	Applicable as per Broadband Reimbursement policy. This will be paid to you on actuals only if you are working from home.	As per Policy**
Group MediClaim Policy (GMC)	You are covered under the voluntary Group Medical Insurance Policy of the Company. It's the employee's responsibility to enroll dependents as per	Rs.1,50,000 **
Group Insurance in Lieu of EDLI (Under PF)	An Insurance benefit in the event of demise of an employee is provided under this Group Insurance Scheme during an employees term, to his Nominee/Family:	Rs.6,02,000 *
Group Personal Accident (GPA)	You are covered under the voluntary Group Personal Accident insurance policy of the company	Rs.3,00,000 **
Group Term Life (GTL)	You are covered under the voluntary Group Term Life Insurance policy of the company	Rs.3,00,000 **
ESI	Processed as per Employees' State Insurance Act, 1948. ESI is applicable for employees whose actual gross income pm is less than or equal to Rs. 21,000/- .For calculation purposes we have taken fixed to check the eligibility. If the actual gross earnings pm is more than Rs. 21,000 , then the above mentioned ESI contribution will not be applicable. Employee's contribution - 0.75 % of actual gross salary including variable, STW (if applicable), etc. will be deducted accordingly.	As applicable*
Gratuity & Provident fund	Processed as per the Payment of Gratuity Act 1972 & Employees' Provident Funds Act,1952 respectively. PF contribution is based on min wages and capped at 12% of Rs.15,000 pm (as applicable). Employee and employer will contribute accordingly.	As applicable*
* Benefits as per Statutory Law is subject to change from time to time.		
** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.		
PAN Card, Aadhar Card and UAN number are statutory requirements. In case if you don't have a PAN card, please contact the HR.		

With Best Wishes,  
Shivesh Kundan  
VP - HR-Recruitment



**BE YOURSELF,  
MAKE A DIFFERENCE.**



**10-Nov-2021**

**C5791800**

**Swarnalatha Pusalapati  
3-252, Priyanka Nagar, Suraram Colony, Quthbullapur 500055  
Management Level - 13  
Sublevel - 3**

**Job Profile - Digital Content Management New Associate  
Job Family Group - Business Process Delivery  
Business Deal - Digital Operations**

Dear **Swarnalatha,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Hyderabad**, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 'Documentation'.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take the first dose of the vaccine before onboarding and be prepared to take the second dose within 90 days from the date of onboarding.

Please note that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

You will be expected to work from the office in the location tagged to your role. In the current circumstances you may be allowed to work from home temporarily based on your assigned project. This offer is contingent to the above mentioned agreement.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time or any alterations/amendments as per the discretion of the Company. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s as per the manner and within the specified time shall result in termination of employment.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.

Your annual total cash compensation will be **INR 232000** and will be structured as per the attached Annexure 1 'Compensation Details'. This will continue to be applicable until further communication on the same. All payments to you will be subject to deduction of tax at source as per the prevailing laws and necessary deduction of statutory amounts payable in your case. The terms of employment, accompanying annexures, schedules to this letter, together constitutes the terms of offer being made to you.

**Swarnalatha**, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **bhavani.thota** at **7781949916** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.  
Yours sincerely,



Jal  
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

\_\_\_\_\_  
[Insert full legal name]

Date:

Candidate's signature \_\_\_\_\_

## **ANNEXURE 1**

Your compensation is as mentioned below:

<b>Total Cash Compensation</b>		
	Annual(INR)	
(A) Annual Fixed Compensation*	<b>INR 200000</b>	
(B) Variable Bonus earning potential	Min.	Max.
	<b>0%</b>	<b>16%</b>
Annual Total earning potential (A+B)	Min.	Max.
	<b>INR 200000</b>	<b>INR 232000</b>

\* Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

-Annual fixed compensation of **INR 200000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY22 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

### **Note: For International Worker Only\***

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\*As defined by applicable law from time to time.

If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your management level as per company payroll cycle.

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

**In addition to your total cash compensation, you will be eligible for following benefits, which will be governed by Company guidelines:**

1. Effective your date of transfer Medical Insurance for self, spouse and 2 dependent children up to **INR 300,000 per annum**. Premium for this will be paid by the company.  
You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and any additional child under a separate Insurance plan up to **INR 500,000 per annum**. The entire premium for this will have to be borne by you. This plan allows for

coverage of pre-existing ailments.

For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined co pay, as under:

- 10% of such claims for self, spouse and 2 dependent children
  - 20% of such claims for parents, parents in-law and additional children under the separate Insurance plan
2. Personal Accident coverage up to three times your annual fixed compensation
  3. Life Insurance coverage equivalent to one time of annual fixed compensation with a minimum cover of **INR 5,00,000**
  4. Gratuity as per The Payment of Gratuity Act, 1972

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above mentioned benefits.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

**ANNEXURE 3**

**DECLARATION**

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company, I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

\_\_\_\_\_

[Insert full legal name]

Date:

## **ANNEXURE 4**

### **REQUIRED DOCUMENTATION**

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card - We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.