

# GlobalLogic®

A Hitachi Group Company

Date : 18-Nov-2022

Anumula Naveen Kumar  
LB Nagar, Hyderabad

Dear Naveen,

**Subject: Offer of Employment with GlobalLogic Technologies Private Ltd.**


**Congratulations** on your selection at GlobalLogic!


We are delighted to offer you the full-time position of **Associate Analyst, Content Engineering (CE02)** at GlobalLogic Technologies Private Limited (hereinafter "GlobalLogic" or "Company"). You will be based in and work from Hyderabad however, based on the position's requirements; you may be required to work anywhere in India or abroad. Your joining date would be **28-Nov-2022**. Your detailed salary structure is attached as per Annexure 1.

You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon joining the company which will state the terms & conditions of your employment with us. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulation and policies of the company. The Company reserves the right to amend such policies, as needed from time to time.
2. You will be initially placed on probation for a period of three (3) months and the said period can be extended at the sole discretion of GlobalLogic. On the expiry of the period of probation or extended period (which can be extended upto a maximum tenure not exceeding one year) of probation as applicable, if your services are not confirmed, you will receive an email mentioning the same. And in case you do not receive any such email after 3 Months (or the extended period, if applicable), your employment shall be deemed to be automatically confirmed.
3. You shall be required to work for 9.5 hours in any shift (including night shift and lunch break) as may be required by the Client from time to time. While working for Client on projects, working hours and notified holidays of the client may apply.
4. At the time of tendering resignation you shall be required to give **Thirty(30)days** notice in writing. Your services in the company shall be terminable by giving **Thirty(30)days** notice or Basic salary in lieu thereof as per discretion of the management. Your last working day will be subject to the fulfillment of

  
Mailing | Plot No. 509 A, Phase - I,  
Road No. 31, Jubilee Hills, Hyderabad,  
Telangana 500033

  
Registered | 6th floor, Block 1,  
DLF Cyber city, Hyderabad,  
Telangana 500019  
Phone | 91.40.6141.9900

  
Phone | 91.40.3041.9999

  
Web | www.globallogic.com  
Mail | info@globallogic.com

  
CIN | U72200TG2006PTC067980  
GlobalLogic Technologies Private  
Limited (Previously known as  
GlobalLogic Technologies  
Limited)

*K. Naveen*  
**Principal**  
**K.N.M. Govt. Degree College**  
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notice period, proper handover and any other conditions as may be communicated to you in writing by the Company


5. This offer letter is subject to further conditions that:


- a) Your employment is subject to your approval and signing of our Non Disclosure Agreement (NDA) at the time of joining.
- b) Your appointment is contingent upon successful completion of a background check as per GlobalLogic and Client Background check verification process.
- c) We reserve the right to end our employment agreement with you should the results of your background investigation not be successful.
- d) This offer is valid up to **subject to your joining GlobalLogic on or before the given joining date.**


6. Your confidentiality obligations are as detailed below:


- a) You must not use or disclose to any person any confidential or other potential business transactions, information relating to Company and its Clients business (including, without limitation, computer programs, manuals, source code, object code, technical drawings and algorithms, supplier or potential supplier names, customer or potential customer names and expertise of entities, business contacts, employees and consultants, know-how, formulae, methods of doing business, processes, ideas, inventions, (whether patentable or not), schematics and other technical, business, financial, customer and product development plans, forecasts, strategies, and information, any information relating to the Company or its Clients including the details of the Clients, vendors, and their terms of business, financial information (save to the extent that these are included in published audited accounts) which comes in your possession and which the Company regards, or could reasonably be expected to regard, as confidential, whether or not such information is reduced to a tangible form or marked in writing as "confidential", and any and all information which has been or maybe derived or obtained from any such information) and/ or any other potentially sensitive business information relating to our business or our clients which may come to your knowledge during the course of your employment. The aforementioned information shall collectively be referred to as "Confidential Information".
- b) This obligation applies both during and after your employment with us. We consider confidentiality as an extremely important issue and will take appropriate disciplinary action in the case of unauthorized disclosure of confidential information.


  
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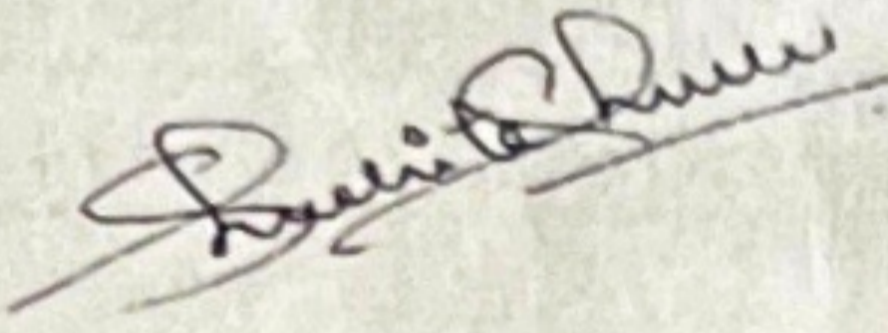
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- c) This clause is not intended to prevent you disclosing information required by or allowed by law.
- d) This clause is to be read in conjunction with the Non-Disclosure Agreement that you will sign at the time of joining the Company

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association. Your point of contact on the day of joining will be **HR SPOC at Hyderabad location**. You are requested to report to our office situated at **(GlobalLogic Technologies Private Limited, Plot No: 590A, Road Number 31, Jubilee Hills, Aditya Enclave, Venkatagiri, Jubilee Hills, Hyderabad, Telangana 500033.)** at 10:00 am.

For **GlobalLogic Technologies Private Ltd.**



**Shuchita Shukla**  
Associate Vice President, People Development

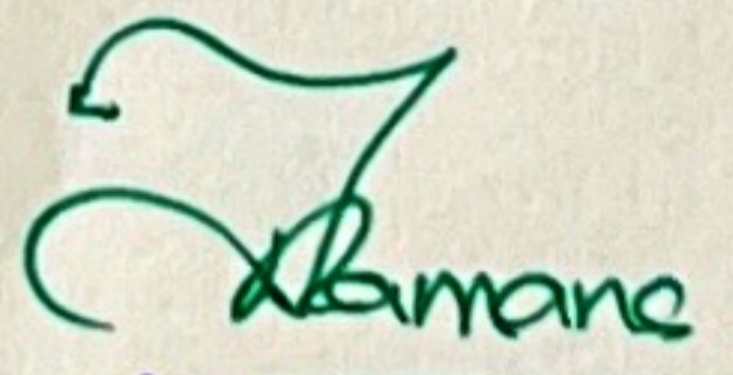
## OFFER ACCEPTANCE & DECLARATION

I have read and understood the above terms and conditions of the above mentioned offer letter and I hereby confirm the acceptance of the same. I also confirm that there has not been any commitment (be it verbal or written) made to me by the company which is not covered in the scope of this offer letter. I will be reporting for duty on 28-Nov-2022.

Date:

Signature: \_\_\_\_\_

**(Anumula Naveen Kumar)**



**Principal**  
**K.N.M. Govt. Degree College**  
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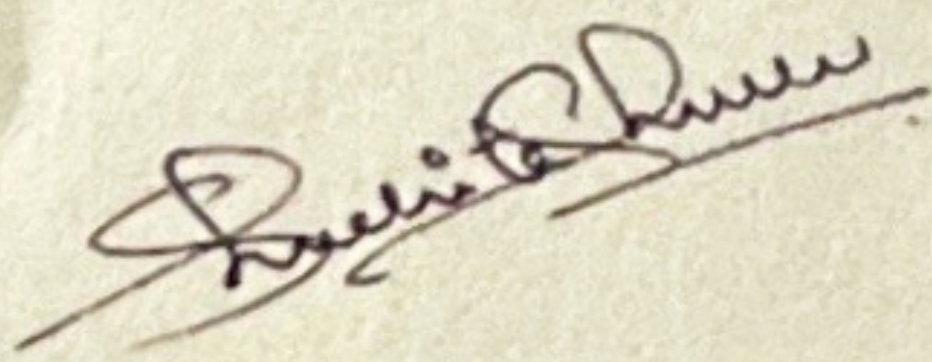


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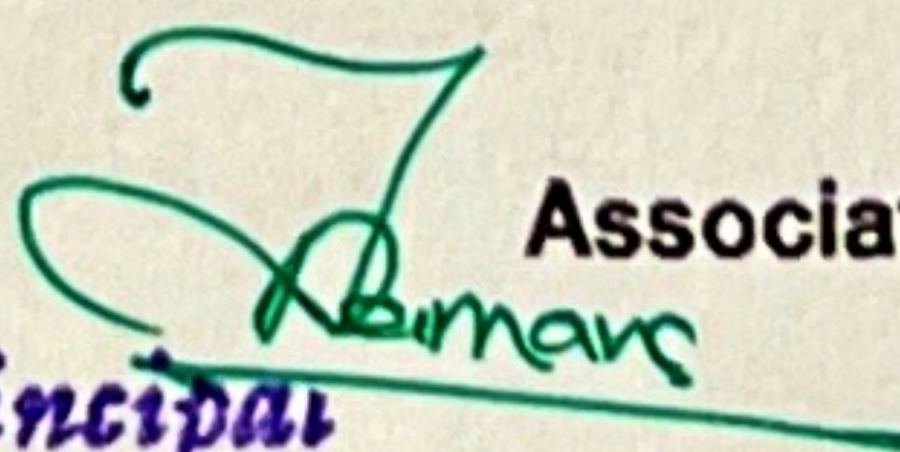
<b>Annexure -1 Salary Structure</b>	
<b>Name : Anumula Naveen Kumar</b>	
<b>Designation: Associate Analyst, Content Engineering</b>	<b>Grade: CE02 Band: X</b>
<b>WEF: 28-Nov-2022</b>	<b>Location : Hyderabad</b>
<b>Section A - Gross Fixed Salary Break Up</b>	
<b>Monthly Components (In Rs.)</b>	
Basic	10000
House Rent Allowance	1251
Statutory Bonus Information	1800
Special Allowance	0
ESI Information	424
<b>Total Monthly (A)</b>	<b>13475</b>
<b>Total Monthly Annualised (B)</b>	<b>161700</b>
<b>Annual Components (In Rs.)</b>	
Provident Fund (As per the PF Act 1952)	14400
<b>Total Annualised (C)</b>	<b>14400</b>
<b>Total Fixed Annual Gross Salary (B + C)</b>	<b>176100</b>
<b>Annual Variable Components (in Rs.)</b>	
Annual Variable Pay ****(D)	0
<b>Total Gross Salary (Fixed (B+C)+ Variable D))</b>	<b>176100</b>
<b>Section B - Additional Benefits</b>	
<b>Retirals &amp; Health Benefits (Annualized Amount)</b>	
Gratuity	5769
Mediclaime Insurance	1587
<b>Total of Section B</b>	<b>7356</b>
<b>Total CTC (Section A + B)</b>	<b>183456</b>
<b>Incentive Indication(per annum)**</b>	<b>36000</b>
<b>Max Annual Total Remuneration</b>	<b>219456</b>
<p><i>In addition to Mediclaime, employee will be covered under below additional benefits -</i></p> <ol style="list-style-type: none"> <li><i>Group Term Life Insurance worth Rs. 5 Lacs,</i></li> <li><i>Group Personal Accident Insurance worth Rs.2 Lacs</i></li> </ol> <p><i>- An employee contribution of 0.75% will be deducted from employees inhand salary Employer ESI contribution shall be at the rate of 3.25% of the gross salary.</i></p> <p><i>** Incentive amount is not a guaranteed amount of your CTC. It may be higher, lower or nil per the terms described herein. Only top performers are eligible to get this incentive basis their monthly/ quarterly performance. The incentive amount may also be fixed for certain specific projects. The incentive program is discretionary, subject to change and based on individual and company performance. It is pro-rated to the duration spent with GlobalLogic for the financial year and will be paid to you only if you are active on GlobalLogic's payroll on the day the incentive is paid.</i></p>	

For GlobalLogic Technologies Private Ltd.

Signature



**Shuchita Shukla**  
Associate Vice President, People Development



**Anumula Naveen Kumar**  
Associate Analyst, Content Engineering

**Principal**  
**K.N.M. Govt. Degree College**  
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## Annexure -2

As part of the joining process, you are expected to get originals, for verification, of the following documents:

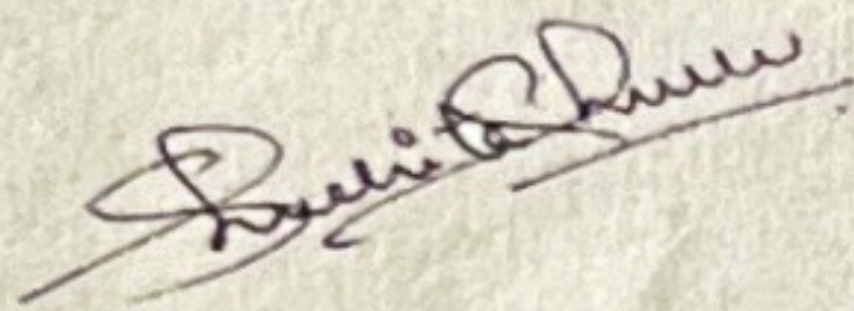
### 1. Personal Data:

- a. Passport
- b. 8 Photographs (Passport size)
- c. PAN No. Details. In case of non-availability of PAN, photocopy of application.
- d. Mark Sheets and Certificate of Class X & Class XII
- e. Graduation Certificate
- f. Post Graduation Certificate
- g. Mark sheets for all semesters during Graduation & Post Graduation
- h. Mark sheets and Certificates of Diploma(s)
- i. Mark sheets and Certificates of any training(s) attended
- j. Any other additional diplomas/certificates (Mark-sheets)
- k. UAN (Universal Account Number)
- l. AADHAR Card mandatory

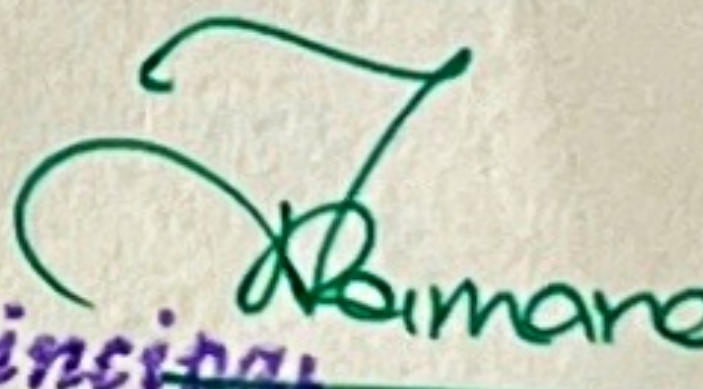
### 2. Previous Employment Record:

- a. Relieving Letter and Work Experience Certificate from all previous employer(s) showing duration of employment, projects worked and technology used (where ever possible)
- b. Copy of the resignation letter
- c. Salary slip/ certificate from the last employer
- d. PF Account No., Regd Address of PF Trust / Commissioner for last 2 companies  
Income Tax
- e. Form 16/ TDS certificate from ex-employer

For **GlobalLogic Technologies Private Ltd.**



**Shuchita Shukla**  
Associate Vice President, People Development



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Dr.Reddy's 

## RECRUITMENT DRIVE

We are looking for young talent to be a part of our "B.Sc. (Chemistry)\_Apprentice\_Trainee" at our manufacturing facilities in Telangana.



### B.Sc.(Chemistry As one subject)

#### BENEFITS

##### Salary

- 2.10 lakh per annum

##### Health Insurance

- 1 lakh Health Insurance

##### Subsidized Canteen & Travel

#### ELIGIBILITY CRITERIA

- B.Sc. (only with Chemistry as one subject MPC , BZC etc.) passed 2022 batch only, Min. 60% marks in SSC, Inter & Degree
- Fluent in Telugu/ Hindi and English.

**NOTE** Candidates who have completed their B.Sc.(Chemistry as one subject) in 2022 are only eligible. Selected candidates will be deployed in Operations with 3 working shifts (A,B & C).

Please bring the following copies of below documents along with originals:-

- SSC , Intermediate & Degree certificate & Marks-Sheet
- 2 passport size color photographs
- ID proof: PAN Card / Aadhaar Card / Passport
- Address Proof: Voter ID / Ration Card / Driving License / Aadhaar card

To know more about us, please visit [www.drreddys.com](http://www.drreddys.com)

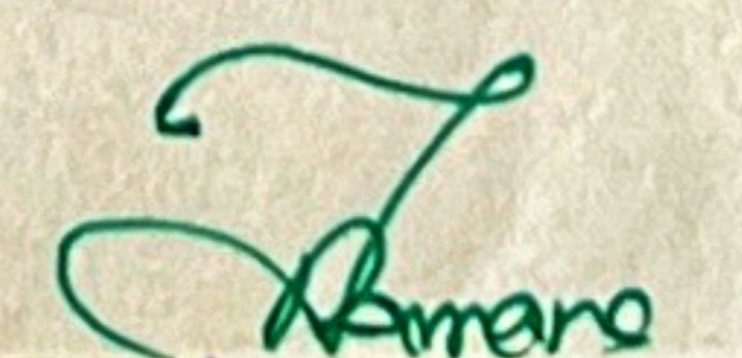
**Date:**

02-11-2022

At 9:30 AM

**Venue:**

**KRR Govt. Degree  
College, Kodada  
Suryapet Dist.**

  
**Principal**  
K.N.M. Govt. Degree College  
MIRYALGUDA.

**Requirement of apprentice for Dr.Reddy's Laboratories Hyderabad Plants - B.Sc. (Chemistry) Stream  
2022 Passed out**

KRR GOVT ARTS & SCIENCE COLLEGE KODAD <kodad.jkc@gmail.com>  
To: KV Mohana Rao <vmohananarao@drreddys.com>

Tue, Nov 8, 2022 at 8:45 AM

Thank you for the information.

On Tue, 8 Nov 2022, 8:11 am KV Mohana Rao, <vmohananarao@drreddys.com> wrote:

Dear Sir/Madam,

The following candidates were selected to join at CTO 5 Miryalagudem site of DRL as apprentice. They will undergo medicals on Wednesday and will join on Friday/Monday. Fykl.

Basis availability of positions few more may be absorbed in near future.

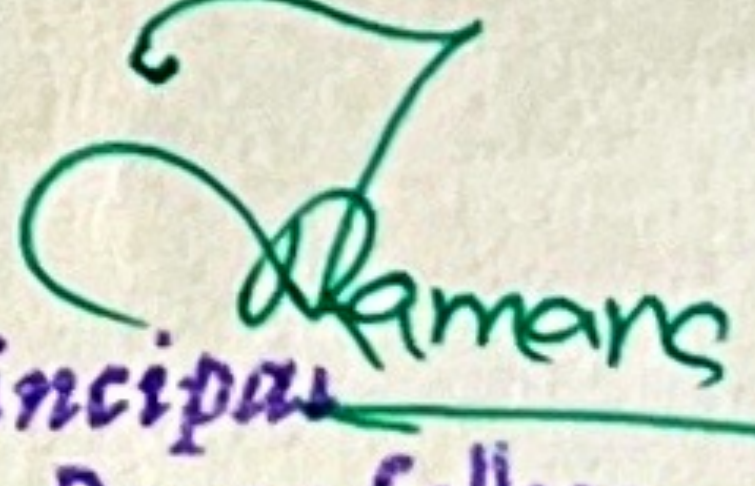
1	Kammapati Ajay	Male	DRL/KDD/0063	9346240020
2	Harish Amaraboina	Male	DRL/KDD/0042	8074633803
3	Bhukya Mallesh	Male	DRL/KDD/0070	9347550359
4	Nandigama Issaq	Male	DRL/KDD/0048	8309286749
5	Vatte Satish	Male	DRL/KDD/0055	7095171032
6	V Thirumala Gopi	Male	DRL/KDD/0043	9347562436
7	Devulapally Sriramachary	Male	DRL/KDD/0053	7660809886
8	Singam Sai Kumar	Male	DRL/KDD/0051	6302720456
9	D Srikant	Male	DRL/KDD/0050	9010385966

Warm Regards,

K V Mohana Rao.

Good Health Can't Wait.

*"Don't give up. The beginning is always the hardest. Life rewards those who work hard at it."*

  
Principal  
K.N.M. Govt. Degree College  
MIRYALGUDA

**Selected candidates List**