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Date 15/05/2020

Employee Code: 123113

Name: KALAVATHI POKA

We are pleased to confirm your appointment in our company with effect from 12/10/2020

Here below are the terms of your appointment:

Your present position will be that of **Production Engineer** to be posted at our CHENNAI office. The company may however reassign and/or transfer you to any other similar position in the company, anywhere in India. You will be expected to undertake such reasonable duties, as the company shall from time to time determine. You may also be required to perform duties for other group companies if necessary.

Six months/One-year probationary period after which there will be a review of your performance

All payments to you under the terms of employment are subject to deduction at source under the Income Tax Act and other encashment that may be in force from time to time. The company will also be entitled to deduct from the payments due to you, any dues payable by you to the company.

You confirm that you have disclosed fully to the company all of your business interests whether or not they are similar to or in conflict with the business interests, businesses or activities of the company and all circumstances in respect of which there is or there might be, a conflict of interest between the company and you or any immediate relative. You agree to disclose fully to the company any such interests or circumstances which may arise during your employment immediately upon such interest or circumstances arising.

Your salary, allowance and re-imburements of expenses will be as per Company Norms 1.50 LPA

We are delighted to have you in the company. Please indicate your understanding and acceptance of the above terms and conditions by signing and returning the duplicate copy of this letter.

Thanking You,

Yours truly,

For KWANGJIN Pvt.-Ltd.


PRINCIPAL I/C
D.N.R. COLLEGE
BHIMAVARAM.