



## Appointment Letter

<REF NO: WIPRO INFRA/SERVICING/17/03/2023/APPT NO/16859

Date:17/03/2023

Name of the Employee:MANELLI SURENDRA

Dear: MANELLI SURENDRA

This has reference to your application and subsequent interviews you have had with us. We are pleased to offer you a Consultancy assignment in our **WIPRO INFRASTRUCTURE**, with effect from 07/08/2023 on the following terms and conditions.

The Company undertakes GAS FILLING at various locations and you are being engaged for the CHENNAI on the following terms & conditions:

### Scope of Work

You will be responsible for:

Management reserves the right of changing the scope of your work or your posting based on business exigencies.

**SALARY WILL BE 1.50 LAKHS PER ANNUM WITH OUT ALLOWANCES**

#### **AAA. Confidentiality of Information**

53. You will not divulge information about the company, customer, and progress of the project to any outsider without prior approval from your supervising manager.
54. You will not undertake similar assignments from competitors of the <Company Name>, during the course of this contract.

You will take utmost care during the course of this contract in handling business information of sensitive nature to maintain its secrecy.

#### **BBB. Reporting**

You are required to inform the progress of your work to MOOVANES SERVICEMANAGER

Kindly communicate your acceptance of this contract by signing a copy of this letter and returning it to us.

Thanking you.

Yours sincerely

HR TEAM  
WIPRO INFRASTRUCTURE

PRINCIPAL  
D.N.R. COLLEGE  
BHIMAVARAM.