

Mr. Talib Khan,
House No:M-44, Sector-12,
G.B Nagar, U.P-201301

15.07.2022

Letter of Employment

Dear Talib Khan,

With reference to your application and the subsequent discussions you had with us, we have pleasure in offering you an appointment as **Engineer-Q.C.** in the **Project Execution** department in our organization on the following terms and conditions:

1. Appointment and Reporting

- 1.1 You are required to join on or before 15th July, 2022 the terms and conditions of appointment shall be effective from your date of joining. Your reporting is subject to change at the sole discretion of the company.
- 1.2 You are especially hired/appointed for above cited project; which has tentative tenure of 01 year 04 months (i.e. employment shall be end on 30th November, 2023).
- 1.3 During the tenure of employment/project, your services may be terminated/ended on ground of your performance (if found not satisfactory), misconduct, involving in theft/forgery/bribe or as per clause no. 4 (Termination) or failing to comply clause no. 07 (General employment obligations) of this letter.
- 1.4 Your services shall automatically discontinued once the project completed/finished.
- 1.5 Apart from that your services may be transferred to any other project subject to availability or discretion of company.

2. Emoluments and Taxes

- 2.1 Your remuneration will be as per the details provided in Annexure 'A' annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable. It will be your responsibility to file tax returns with the appropriate authorities.