



## Strictly Private Confidential

Reference No BTPL B

Date Oct

To Dhaval Mistry Mumbai Maharashtra

Subject Appointment Letter

## Dear Dhaval Mistry

Congratulations and welcome to Blazeclan Technologies Pvt Ltd Mumbai

We are pleased to offer you a position of Sr Site Reliability Engineer AWS C Band commencing on Oct Your appointment will be governed by the general terms and conditions of employment listed boroin

Communicate your acceptance of this appointment by signing a copy of this letter and returning it to our office 
As a term of employment please also execute and return the Confidentiality and Intellectual Property Assignment Agreement enclosed herewith

## Role and Responsibilities

- a In the performance of your duties you may be required to undertake various activities as may be assigned to you by the Company from time to time In the course of your employment with the Company you may have to extensively deal with clients competitors and may have to participate in public forums You are accordingly expected to bring your best efforts to all duties performed
- b In view of the responsibilities and nature of your office you must devote your full time and attention to the work of the company and shall not undertake any direct indirect business or employment or work honorary or remunerative or take up another full time or part time assignment except with the prior written permission of the Company

### Compensation

- a For your services you will receive an annual CTC of **Rs** the detailed break up of which is given in Annexure A Your remuneration package is strictly confidential between you and the Company and should not be discussed with or divulged to any third party in any manner whatsoever unless otherwise authorized in writing by the Company
- b The compensation will be payable in equal monthly instalments as per the ompany s payroll cycle by direct credit into your bank account subsequent to deduction of any statutory deduction or withholding as may be required by applicable laws

# Probation Period

a Generally an employee of the Company will be on probation for a period of three months For Laterals and Referrals Fresher campus off campus on months internship after commencing work with the Company You will be advised in writing after the probationary period is over if you are to be appointed as a regular employee of the Company

Blazeclan Technologies Pvt Ltd

Godrej Eternia C, A-Wing, 8th Floor, Old Pune-Mumbai Rd, Wakadewadi, Shivajinagar, Pune, Maharashtra 411005 CIN: U72100PN2010PTC136385

Contact: 020-67611100



- b The Company reserves the right to confirm you in its regular employment terminate your services without any notice or compensation or extend your probationary period after the initial period of three months depending upon its assessment of your performance and its requirement at that moment
- Unless the Company communicates to you in writing of its decision to appoint you as a regular employee it would be deemed that you are on probation with the Company

#### HR Policies

In the performance of your duties as an employee of the Company you will also be governed by the organizational policies and rules which will for a part of your employment terms and conditions. Hence you are required to go through the HR policies as may be introduced and amended by the Company from time to time. Such policies will be made available to you through

## Hours of Work and Working in Shifts

- a Normally all employees are expected to work hours per week However depending upon the requirement of the Company from time to time and the nature of your particular job you may be required to put in lesser or more hours of work in a week You agree that the Compensation payable to you by the Company reasonably covers all such additional efforts therefore will not be entitled to any additional remuneration other than the Compensation enumerated herein
- b The Reporting Manager at his her discretion may grant a compensatory off when deemed fit
- c Currently the official working hours of the Company are am to pm Monday to Friday You understand that you may at times be required to come in early or stay late as per work requirements
- d As and when required by the Company you would have to work in such shifts as the Company may from time to time determine and will not be entitled to any extra remuneration such as shift allowance as the Compensation payable to you the Company as per the terms and conditions of the Appointment Letter reasonably covers all such additional efforts

## Weekly Off Holidays and Leave

- a Subject to the policy of the Company as amended from time to time your will be required to work five days a week Monday to Friday Saturday Sunday being the weekly offs The Company may request you to work on the weekly off subject to the work exigency in such eventuality you agree to make yourself available on such off days for official work
- b You specifically understand and agree that though you are entitled to the weekly offs the Company reserves the right to give you your weekly off on any day of the week as per its changing requirement
- c The Company observes ten holidays per financial year as announced at the start of the financial year
- d You will be granted leave as per the Company's policy as amended from time to time

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