

# INFINX

**INFINX SERVICES PVT. LTD.**

(Earlier known as Tandon Information Solutions Pvt Ltd)

CIN NO : U30000MH1096PTC099112

 JT HOLDING PVT. LTD. SEZ, LEVEL 1, TOWER 2, UNIT 101, IT PARK,  
 HARDWARE PARK, RAVIRYALA VILLAGE, MAHESWARAM,  
 PAHADESHERI, HYDERABAD. ANDHRA PRADESH - 500005.  
 Tel: +91-08414-677 777. Email: contact@infinxinc.com

## Appointment Letter

INFINX/HR/AL/769/2019

9/4/2019

**Paloji Shivani (INFX06487)**

 H.No:2-59, Sardar Nagar,  
 Maheshwaram, RangaReddy.

Dear Shivani,

Congratulations!!

With reference to your profile submitted and the interviews and the discussions you had with us recently, we are pleased to extend the employment with Infinx Services Pvt. Ltd. (the "Company").

This appointment is contingent on successfully meeting the Company's hiring criteria, which includes reference and background verifications and you being found medically fit by an authorized medical practitioner. By signing this letter you hereby consent to all reference and background checks and medical examination as may be deemed necessary by the Company and confirm to the Company that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for the Company.

The following are the terms and conditions of your employment:

- **Position.** Your position will be **Trainee Process Associate**. This is not a job description and may be changed by the Company from time to time. The Company may transfer you to another position or to another department.
- **Reporting Responsibilities.** You will report to **Manager - PreAuth** or another person notified to you by the Company from time to time.
- **Date of Joining and Timings.** Your first day of employment with the Company will be on or before **8/16/2019**. You will observe the timings applicable to the location, where you are posted.
- **Probationary Period.** You shall be on probation for a period of 6 months from the Date of Joining. The period of probation is liable to be extended by management, as it may deem fit. You will be confirmed in the services of the Company, on satisfactory completion of the probationary period, by the Company duly intimating you in writing of such completion of the probationary period. Unless a confirmatory order in writing is issued, you will be deemed to have been on the extended period of probation. During probation / extended period of probation, in the event of your resignation, you will have to give 30 days' notice. Whereas the Company can terminate your services subject to (except in case of termination as a result of any misconduct) any rules governing as per the Employee Handbook at any time during the period of probation without any notice or pay in lieu thereof.

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## Temporary Identity card

Name *Pooja shivani*  
EMP ID *INFX06487*  
Designation *Trainee*  
B-Group



### Infinx Services Pvt. Ltd., GDC

101, Level-1, Tower - 2, IT/ITES, SEZ Park,  
JT Holdings Pvt. Ltd., (Rajeja's Mind Space - South)  
Survey No. 1/1, Hardware Park, Raviryala Srinagar (V), Kancha Inarath,  
Srisaillam Highway, Hyderabad - 500 005. Board Lines: +91 (08414) - 677 777

*Pooja*  
Issuing authority

# INFINX

**Paloji Shivani (INFX06487)**  
**ANNEXURE I**  
**COMPENSATION AND BENEFITS PACKAGE (CTC Details)**

#	MONTHLY SALARY COMPONENTS	Annexure I	
		Amount (Rs. Per Month)	Amount (Rs. Per Annum)
1	Consolidated Salary		
2	House Rent Allowance	9517	114204
3	Personal Allowance/ Special Allowance	3531	42372
4	Canteen Allowance	0	0
5	Education Allowance	0	0
6	Process Allowance	0	0
		0	0
7	PF - Employer's Contribution	13048	156576
8	ESIC - Employer's Contribution	1237	14844
<b>A</b>	<b>Total Gross (1 to 8)</b>	424	5088
		14709	176508
	<b>Statutory Components</b>		
a	Statutory Bonus / Ex Gratia		
b	Gratuity		9516
c	LWF		5496
<b>B</b>	<b>Total Statutory (a to c)</b>		1
			15013
<b>C</b>	<b>PERFORMANCE LINKED VARIABLE PAY (Annual/Half Yearly/Quarterly/Monthly as defined in KRA sheet)</b>	1000	12000
<b>D</b>	<b>Grand Total (A+B+C)</b>		203521
	<b>Other Company Benefits</b>		
E	Production / Process Incentives		
F	Medical Insurance (GMC & GPA)		60000
			1000
	<b>TOTAL ACHEIVABLE AMOUNT(D+E+F)</b>		264521

**Note 1: Detailed explanation about each component is mentioned in page 8.**

For Infinx Services Pvt. Ltd.



**S T P Krishnavyas**  
**Assistant Manager - Human Resources**

**Received and Accepted By Name & Signature:**

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