



8th December 2020

Sub: Offer of employment by Pin Click

Dear **Sai Prakash kasi** ,

Congratulations!

We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”, with effect from **16th December 2020**.

The terms of our offer are as follows:

1. The *details of your annual earnings are attached herewith as Annexure A*. Once the PPO is confirmed **4.8 LPA** is applicable and attaching herewith Annexure B.
2. Your initial posting as Pin Click employee will be at **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such a clearance.
4. You will be on probation for a period of six months and may be confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15 days notice period or 15 days' salary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period or mandate 15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.



The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	Sai Prakash kasi	
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	16 th December 2020	
	C & B CATEGORY	INR – Monthly	INR – Annual
A	Fixed Compensation		
	Basic Salary	6,000	72,000
	House Rent Allowance	5,000	60,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Education Allowance	2,000	24,000
	Special Allowance	1,042	12,504
	Sub-Total I / Gross Pay	18,492	2,21,904
Benefits			
B	PF Employee	720	8,640
	Gratuity	288	3,456
	Mobile Sim Provided by Company	500	6,000
	Sub Total II	1508	18,096
Total A + B	Cost to the Company	20,000	2,40,000
C	Performance Enhanced Incentives	15,000*	1,80,000*
Note: *Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement * The Offer/ Salary Is Subjective to Completion of Training *Two-wheeler is mandatory with valid driving license.			
<ul style="list-style-type: none"> Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF, ESIC as applicable. 			



ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	Sai Prakash kasi	
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	16 th December 2020	
	C & B CATEGORY	INR – Monthly	INR – Annual
A	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Sub-Total I / Gross Pay	23,740	2,84,880
Benefits			
B	PF Employee	900	10,800
	Gratuity	360	4,320
	Sub Total II	1,260	15,120
Total A + B	Cost to the Company	25,000	3,00,000
C	Performance Enhanced Incentives	15,000*	1,80,000*
		40,000	4,80,000
Note: *Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement * The Offer/ Salary Is Subjective to Completion of Training *Two-wheeler is mandatory with valid driving license.			
• Gross Pay is prior to tax being deducted at Source from the salary , Professional tax and Employee contribution towards PF,ESIC as applicable.			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at

PinClick Property Management Pvt Ltd.,

Mr.Manik
KinraCo Founder



Letter of Intent

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws

I have read the terms and conditions set out above and completely understand the same. In accepting employment with PinClick I *undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.*

Name: _____

Signature: _____

Date: _____ Anticipated Start Date: _____