

13-02-2019

Ashiwani Sahu  
Noida

Subject: LETTER OF OFFER

Dear Ashiwani,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd.

Based on the discussions with you, we are pleased to offer you to the position of **Certified Internet Consultant**. You will be on probation for a period of six months from your date of joining which will be on or before **20-05-2019**.

The annual compensation calculated on Cost to Company will be **INR 259000/-**.

Details of your compensation are as follows:

| S.No | Term                                     | Salary          | Total         |
|------|------------------------------------------|-----------------|---------------|
| 1    | First Six Months                         | Rs.17000 /-p.m. | 102000        |
| 2    | Revised Salary - After Six Months*       | Rs.20000 /-p.m. | 120000        |
|      | <b>Performance Cum Retention Bonus**</b> | <b>Amount</b>   |               |
| 3    | End of 6 Months - One month Salary       | 17000           | 17000         |
| 4    | End of 12 Months - One month Salary      | 20000           | 20000         |
|      | <b>Total CTC per annum</b>               |                 | <b>259000</b> |

**\*Revised Salary & Performance cum Retention Bonus (PCRB)** are paid subject to satisfactory performance report at the end of **6 months** and **12 months** after successful completion of probation in writing.

Your place of posting will be **Agra**.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited



Mudra Rastogi

**Head - Human Resources, Noida**

## Annexure:-

| Annexure - Just Dial Ltd Compensation Structure  |                               |              |
|--------------------------------------------------|-------------------------------|--------------|
| Employee Name                                    | Ity Sahu                      |              |
| Department                                       | Sales                         |              |
| Grade                                            | G12                           |              |
| Designation                                      | Certified Internet Consultant |              |
| Effective Date                                   | 20-05-2019                    |              |
| CTC                                              | 259000/- per annum            |              |
| Pay structure                                    | CTC                           | Revised CTC  |
| <b>Fixed Components</b>                          |                               |              |
| Basic                                            | 5100                          | 6000         |
| House Rent Allowance (HRA)                       | 3060                          | 3600         |
| Departmental Allowance                           | 2125                          | 2500         |
| Desk Allowance                                   | 2125                          | 2500         |
| Personal Allowance                               | 1883                          | 2215         |
| <b>Salary (C1)</b>                               | <b>14293</b>                  | <b>16815</b> |
| <b>Statutory Components</b>                      |                               |              |
| Employer PF Contribution                         | 612                           | 720          |
| Employer ESIC Contribution                       | 679                           | 799          |
| <b>Benifits(c2)</b>                              | <b>1291</b>                   | <b>1519</b>  |
| <b>Reimbursements</b>                            |                               |              |
| Sodexo                                           |                               |              |
| Conveyance Reimbursement                         |                               |              |
| Fuel Reimbursement                               |                               |              |
| <b>Reimbursements(c3)</b>                        | <b>0</b>                      | <b>0</b>     |
| <b>Statutory Bonus</b>                           | <b>1416</b>                   | <b>1666</b>  |
| <b>CTC (Total C1+C2+C3 + Statutory Bonus)(a)</b> | <b>17000</b>                  | <b>20000</b> |
| <b>Deductions</b>                                |                               |              |
| Employee PF Contribution                         | 612                           | 720          |
| Employee ESIC Contribution                       | 251                           | 295          |
| <b>Total Deductions (b)</b>                      | <b>863</b>                    | <b>1015</b>  |
| <b>Net Take Home {a - b - C2}</b>                | <b>14846</b>                  | <b>17466</b> |
| <b>Total CTC</b>                                 | <b>17000</b>                  | <b>20000</b> |

\* Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely,

For Just Dial Limited



Mudra Rastogi

Head - Human Resources, Noida