

Ref: Genus/HRD/2019-20

Date: January 01, 2020

Ms. Yashi Singhal
C-322, Gaur Homes, Govindpuram Ghaziabad.

Subject: Offer Letter

Ms. Yashi Singhal,

This has reference to the campus drive held on December 14 2019 in your college. We are pleased to offer you an employment in our organization on the following terms and conditions mutually agreed at the time of interview.

- | | | |
|------------------------------|---|---|
| 1. Position : | - | Graduate Engineer Trainee - R & D |
| 2. Fixed Remuneration | - | Rs.3.0 Lacs |
| 3. Place of Posting | - | R & D centre Jaipur. |
| 4. Date of Joining | - | On 1 st July 2020 |
| 5. Service Bond | - | Two years effective from Date of Joining. |

In addition to above remuneration, you will also be entitled for LTB (Long Term Bonus) of Rs. 3.0 Lacs for three years effective from your Date of Joining. LTB is subject to completion of 3 years in the company. In case, any student leaves before completing three years in the company, he/she will not be eligible to claim LTB (Long Term Bonus).

In addition to the above mentioned CTC, they shall also be entitled for:

1. Mediclaim coverage of upto Rs.1.5 Lacs pa for self and family (Spouse & Children).
2. Personal Accidental coverage of upto Rs.1.0 Lacs pa.

At the time of joining, you are required to produce the following documents:-

- | | |
|---------------------------------------|---|
| 1. Proof of Date of Birth | 6. Address Proof |
| 2. Proof of Educational Qualification | 7. Copy of PAN Card |
| 3. Cancelled Cheque | 8. Recent Passport Size Photographs
(Seven nos. in white background) |
| 4. Medical Fitness Certificate | 9. Copy of Passport, if any |
| 5. Copy of Aadhar Card | |

On the day of your joining you are requested to contact Ms. Neha Chouhan.

A background verification process shall be carried out by some reliable sources as per the company norms. If any misleading or incorrect information found, may lead to cancellation of the offer.

Looking forward to your joining in Genus Family,

For **Genus Power Infrastructures Ltd.**,


(Arjya Kumar Mishra)
Head – Corporate HR

Note: -This offer is valid subject to the clearing of all the papers in B.Tech.