

27-06-2022

Malvika Chaudhary
Jaipur

Subject: LETTER OF OFFER

Dear Malvika,

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 **MARKETING EXECUTIVE**. You will be on probation for a period of six months from your date of joining which will be on or before **15-07-2022**.

The annual compensation calculated on Cost to Company will be **INR 192000/-** which is detailed in the Annexure. The payments of monthly remuneration, incentive are subject to you achieving Performance Levels in accordance with performance policy and company policy which will be intimated to you from time to time.

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

It may be noted that the Company reserves the right to withdraw / postpone / cancel the Offer / joining at its sole discretion for any reason, which is beyond its reasonable control.

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.

For the Offer to be valid you are requested to confirm your acceptance of the Offer by clicking on the Offer link which has been emailed to you & also sent on your registered mobile number. After the electronic acceptance of the Offer letter, Company may ask you to submit the duly signed hard copy of the letter to Just Dial's office.

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

Regional Head - Human Resources

Annexure:-

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Malvika Chaudhary	
Department	Sales	
Designation	TELE MARKETING EXECUTIVE	
Effective Date	15-07-2022	
CTC	192000/- per annum	
Pay structure	Monthly	Annual
Fixed Components		
Basic	6864	82368
House Rent Allowance (HRA)	3432	41184
Customer Handling Allowance	2110	25320
Conveyance Allowance	1727	20724
Salary (C1)	14133	169596
Statutory Components		
Employer PF Contribution	824	9888
Employer ESIC Contribution	459	5508
Benefit's(C2)	1283	15396
Reimbursements		
Sodexo	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(C3)	0	0
Statutory Bonus	584	7008
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	16000	192000
Deductions		
Employee PF Contribution	824	9888
Employee ESIC Contribution	106	1272
Total Deductions (b)	930	11160
*Net Take Home {a - b - C2}	13787	165444
Total CTC	16000	192000

* **Net Take Home** is subject to applicable taxes, deductions, performance policy and company policy intimated to you from time to time.

Yours sincerely,

For Just Dial Limited

Mudra Rastogi

Regional Head - Human Resources