





ISO 27001:2013 Company

Buttech

Date: 6th September 2021

Ref: BIPL/ORG/HR/2021/09/04

Ms. Vrinda Bharara, D/o. Mr. Chandan Bharara Uttam Nagar West, New Delhi - 110059

Sub: Appointment Order - Probationary

Dear Ms. Vrinda,

- Based on your performance during the Interview period, we are pleased to appoint you as "Social Media" Content Writer" at Delhi, India on a salary of Rs.3,20,532/- (Rupees Three Lakh Twenty Thousand Five Hundred and Thirty Two Two only) per year Cost to company basis.
- 2. Duties and responsibilities for your job profile will be provided to you by your superiors.
- 3. The perquisites and benefits applicable to you in this position, and other terms and conditions of employment are furnished in the Annexure I & II as enclosed with this letter.
- 4. You will abide by the rules and regulations formulated and announced from time to time. You will be governed by the rules & regulations as in force at the time of your joining and would follow any amended, modified, enhanced and new rules /regulations.
- 5. You will be on probation for a period of six months and deemed to be on probation until confirmed by the Company in writing. The terms of probation are furnished in Annexure II.
- 6. Confirmation of the service is purely based on the satisfactory performance during your probationary period.
- 7. A copy of our "Employee Manual" is enclosed for your reference. Please read the same in entirety and provide the confirmation of your acceptance of the conditions detailed there-on.

Please return the duplicate copy of this letter of appointment duly signed by you as token of acceptance of the conditions above.

We thank you for the interest that you had shown in joining our organization and we wish you a very pleasant and fruitful growth with us.

Thanking you,

I have read in full the above terms, the attached Salary Structure and Terms & Conditions of Employment to which I assign my complete & full acceptance.

Yours Sincerely, For Bytech India Pvt. Ltd.

Authorized Signatory

Name: Vrinda Bharara

Date: 6th September 2021

Registered Office:

Bytech India Private Limited

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