



Jayram Textiles Pvt. Ltd.

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Ref No. :

Ref No. : PRO/JRT/129/14-15

Date : 14/04/2014

To
Ms. Bindra Pradhan
Mr. Thakur Prasad Pradhan
P S + Post – Nimta , Tantkal, M B Road
Kolkata – 700 049

Sub : Provisional joining letter as Textile Designer

Dear Ms. Bindra

We are pleased to engage you as Textile Designer at our Titagarah factory, Dangadighila , Herobhata , P O – Bandipur, Kolkata -119 from 16/04/2014 on the following terms & conditions :

1. Your duty hours will be from 10.00 AM to 07.00 PM. from Monday to Saturday.
2. Your remuneration will be Rs.10000/- (Rupees Ten thousand only).
3. You will enjoy holidays as per holidays list issued by Office.
4. During your provisional period you'll have no casual/earn leave. Absent from duty will cause deduction from your salary.
5. No ESI & PF/ Medical facility will provided during this period.
6. During this period you will be responsible for all relevant work arising out of execution of different projects or any jobs as may be assigned to you from time to time and liable to serve in any part of India.
7. You shall keep high standard of efficiency, integrity and secrecy/confidentiality.
8. You shall not divulge or disclose any secret or know-how of the business of the company.
9. This contract can be terminated with prior notice of one month in writing from both you or company side.
10. If require, decided by higher authority, you have to work in holiday/Sunday. In that case you will get overtime.
11. Your bond period will be April 2014 to April 2015. Every month Rs.1000/-will be deducted as monitoring bond upto April 2015. After completion of this period you will pay back the bond money with 6% interest.
12. This contract can be terminated with prior notice of 45 days in writing from company side.

You please noted that this letter will not consider as permanent letter. As per your performance, decision of the board, your service will be continued & new permanent letter with terms & condition will be issued by the company.

The duplicate copy of this letter please be returned to us, duly signed as a token of your acceptance.

Best Regards,

JAYRAM TEXTILES PVT. LTD.

Ruma Mondal

(Ruma Mondal)

Director

For JAYRAM TEXTILES LTD.

I am agreeable to accept the above engagement as per terms & conditions mentioned in this letter.

Signature with Date :