



Date : February 18 2019

AVINASH GUPTA

Offer Letter

Dear Avinash Gupta,

We at **ACCENTURE**, are pleased to induct you in our esteemed organization as a **Software Engineer**, we would like to confirm your appointment based on the acceptance of the following:

Place of Posting:

You will be posted at **Hyderabad**, However during employment with the Company, you may be posted / transferred to any other Sector or Branch needed as per requirement.

Kindly confirm your earliest date of Joining with us.

Reporting:

You will be reporting to **Mr. Prasanna Krishna – Project Manager**.

Probation and Confirmation:

You will be initially on probation for a period of **3 (Three) months** during which you may be removed from your appointed post without giving any notice or reason thereof if not found satisfactory as per performance reviews. You will be given an appointment cum confirmation letter after the given probation period is over.

Salary and Allowances:

Your salary would be confirmed and communicated to you by concerned and the HR Manager. A details salary structure will be issued to you during your joining with a Salary break – up explained to you and other company policies. Other than this, a salary structure will be attached with the hard copy. Accenture Services Pvt Ltd.

Bldg.No.1A and 1B

Raheja Mind Space,

Hitech City, Madhapur

Hyderabad - 500086

Increments and Incentive:

You are entitled to normal increments, which are normally based on consistency of performance review and reports along with this the front end will be appraised with an incentive as per targets achieved. The incentive is paid weekly as per the Policy.

Duties and Responsibilities:

The Company expects you to work with a high standard of initiative, efficiency and economy. You are expected to strictly follow the various company policies, Ethical Policy and Quality Policy.

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even otherwise or even otherwise, particulars about the products and services, technical know-how, security arrangements, administrative and / or organizational matters of a confidential / secret nature which may be your privilege to know by virtue of your being our employee.

You will be governed by the general policies of the company with regards to leave and other administrative matters that may come in force from time to time.

Any employee wishing to resign must communicate his intent in writing for acceptance by the Management. On acceptance of resignation, employee must serve the applicable notice period of **60 days**. In the event of separation, the notice period applicable to the organization as well as the employee is 60 days.

You will agree not to take up any other assignments during the association with us. Even after disassociating with us. You will not take any assignments with our partners, customers or any competitors for a period of least 2 years after separations.

Please sign the attached copy of this Letter as a token of acceptance of the terms and conditions embodied herein within **5 (Five)** days after you receive the Letter.

We welcome you to our team for a long, successful and mutually rewarding relationship.

Wish you a very Happy Joining with ACCENTURE.

For ACCENTURE

Sincerely,



B. Kishore
HR- Manager
ACCENTURE
Hyderabad

Accenture Services Pvt Ltd.
Bldg.No.1A and 1B
Raheja Mind Space,
HITECH City, Madhapur
Hyderabad – 500086.

Terms and Conditions

1. Placement & Compensation

You will be placed in the appropriate band / responsibility level of the Company, and will be entitled to compensation (salary and other applicable benefits) as detailed in *Annexure "A"*. Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter.

2. Salary revision

Your salary will be reviewed on April 1st of each year, or at such other time as the Management may decide. Salary revisions are discretionary and will be subject to, and on the basis of, effective performance and results.

3. Posting & Transfer

Your initial posting will be at **"Hyderabad"**. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department / section, location, associate, sister concern or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

4. Probation:

That you will be on probation for a period of **three months**. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing.

5. Full time employment :

Your position is a whole time employment with the Company and you shall devote yourself exclusively to the business and interests of the company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with the company, without permission in writing of the Board of Directors of the Company. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.

Accenture Services Pvt Ltd,
Bldg.No.1A and 1B,Raheja Mind Space,
Hitech City,
Madhapur
Hyderabad – 500086.

