



Ref.:WCON/2024-25/492
Dated: 24th Sep'24

Contract- Letter

To Gaurav Kumar,

With reference to the subsequent interviews held with you, we are pleased to inform you that we have selected you As **Project Coordinator** on contract Basis for Eleven Month In our Engineering Department. We welcome you to the family of Wireless Teleinfra Pvt. Ltd. and wish you ever learning and growing career with Wireless Teleinfra Pvt. Ltd.

Validity of Contract: **25th Sep'24 to 24th Aug'25**

You are entrusted in this role with the following terms & conditions: -

- To ensure smooth functioning of the organization.
- You must follow all the OHS norms while working on site and on duty
- You are strictly not allowed to carry any work without safety PPE and must follow all safety norms of company and customers.
- Any other assignment that may be entrusted to you from time to time in the interest of business, at the discretion of management.
- You shall be paid remuneration of Rs.**35000/-** as contract charges subject to tax deductions as per norms.
- Remuneration payment is subject to submission of monthly Timesheet and approval of concern authority. No other benefits will be admissible to you.
- You will attend the office on all working Your work can be allotted anywhere subject to customers requirement and time
- This Contract can be terminated by either party by giving a three months prior notice or notice pay in lieu thereof any time during the tenure of this contract.
- You will be governed by the rules and regulations as may be in force from time to time, in relations to conduct, discipline or any other matter relating to service conditions applicable to you.

Wireless Teleinfra Pvt. Ltd.

Regd. Office : B-404,Dev Aurum Complex, Nr. Shell Petrol Pump, Prahladnagar road,Ahmedabad-380015,Gujarat,India. (M): 9662937112

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- You shall discharge your responsibilities with a high standard of discipline, efficiency, initiative and economy.
- You shall not undertake any business or work, either directly or indirectly, on remuneration or otherwise except with the written permission of the management.
- You must look after all site related material, company will take strict actions against you if found any involvement of theft of material or any other unauthorized/illegal activity.
- Your Contract and its continuance are subject to your being found and remaining medically (physically & mentally) fit. The Management shall have every right to get you medically examined or reexamined at any time by any Registered Medical Practitioner, Eye-Specialist or a Civil Surgeon, whose findings will be final and binding upon you.
- You shall not give out by word of mouth or otherwise any trade secret or any particulars / details of our process, security arrangements, technical know – how, administrative and or organizational matters, whether confidential, secret or otherwise, which may come to your knowledge, during the consultancy or afterwards.
- You shall perform such duties and functions as may be assigned to you by the Management. Your duties, authorities and functions are subject to modifications / change from time to time by the Management at its absolute discretion keeping in view the overall interest of the company.
- You shall undertake such traveling as may be required in the interest of the business of the company from time to time. You shall be governed by the T.A. Rules of the Company as are in force and / or amended from time to time.
- Continued absence for 3 days from the duty without express permission in writing of the Management will amount to voluntary abandonment of services/consultancy on your own part and you will have to compensate the notice period.
- You will keep the Management informed of any change in your status, residential and permanent address.
- Your services will be liable to be transferred from one place to another and / or from one office to another office at the sole discretion of the Management.
- Your Contract with us shall be governed by specific terms and conditions referred below terms and any amendments made thereof or any other terms and conditions as may be communicated to you during your employment with us.
- During the term of your Contract with Wireless Teleinfra Pvt. Ltd as known as “WTPL” agree to confirm, comply and bound by the Wireless Teleinfra Pvt. Ltd. Policies, code of conduct, directives, these terms and conditions, applicable law and any other amendment, modification made thereto and such other policies or directives which may be communicated to you from time to time.

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- You can add any given assets to be managed properly, company has rights to deduct damages charges.....and to be return it if not required or leaving your work.
- Employee Responsibility for Training Costs: The company will provide various training programs, including FARM, medical, and first-aid training. Employees are responsible for bearing the costs associated with these training programs and will be deducted from the first salary from the date of training.
- Insurance Deduction: The company offers an insurance policy with a coverage cost of Rs 600.This cost will be deducted from the employee's first month's salary. Benefits provided by the insurance policy will become available to employees after a waiting period of 45 days from the initial deduction.
- Probation Period Duration: The probation period for new employees will be the first 6 months from their date of joining the company.
- Employer's Right to Terminate: During this probationary period, the employer retains the full right to terminate the employee's services without cause or prior notice. This means that the employment relationship can be terminated by the employer for any reason or without specifying a reason during the probation period.
- Objective of Probation: The purpose of the probation period is to evaluate the employee's performance, suitability for the role, and their alignment with the company's values and objectives.

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We are confident that this relationship will be mutually satisfying and professionally enriching to all of us.

Yours faithfully

For, Wireless Teleinfra Pvt Ltd



Mr. Sagar Patil

HR Manager

Authorized Signatory

I have read and clearly understood the above terms & conditions of appointment and put my signature hereunder as a token of acceptance of the same.

Date:

Accepted

Place:

(Mr. Gaurav Kumar)

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