

Date: **2nd August 2023**

To,
Abdul Razzak Khan
abdulrazzakkhan706@gmail.com

Subject: Offer of employment

Dear Abdul Razzak Khan,

With reference to your interview and subsequent discussions with us, we are pleased to offer you the full-time position of “**Style Associate – Part Time**” at Kushals Retail Pvt Ltd on the following terms and conditions.

You are required to join by **07/08/2023**. Your total remuneration in terms of cost-to-company will be **INR 1,30,260/- per annum**. The breakup is mentioned in the attached Salary Annexure.

You will be reporting to **Store Manager** at **Attapur, Hyderabad**.

Important policies you should know about are:

- You will be on probation, for two (2) months from the date of joining. You shall be deemed confirmed after completion of the probation period, unless explicitly informed about extension of probation period.
- During the probation period (including any extensions), either party may terminate the appointment by giving 1-week notice. After confirmation, the appointment may come to an end at the instance of either party by giving the other notice in writing for 60 days. Company reserves the right to waive off the notice period at its sole discretion and may terminate your services without any compensation and notice on eligible grounds.

Please confirm your offer acceptance by **03-August-2023** beyond which this offer would stand withdrawn unless a new date is mutually agreed to in writing.

The Kushal's team looks forward to welcoming you onboard.

Sincerely,

HR Department
(Prepared by: Umme Hany)

Kushal's Retail Private Limited

Reg Office: #54/2, 2nd Floor, Police Station Road, Basavanagudi, Bangalore – 560004
T:080-42108633 | info@kushals.com | www.kushals.com | CIN : US2609KA2019PTC121527

Salary Annexure		
Name:	Abdul Razzak Khan	
Designation:	Style Associate - Part Time	
Department:	Retail	
Location/Branch:	Attapur - Hyderabad	
State:	Telangana	
Wage Category/Zone:	Semi-skilled; Zone 1	
Work Week Type:	All days; any 1 weekday off	
Particular	Monthly	Yearly
Gross Earnings		
Basic	8437	101244
HRA	0	0
Special Allowance	0	0
Conveyance Allowance	0	0
Subtotal of gross earnings (A)	8,437	101244
Statutory Bonus	703	8436
Total Gross Earnings (B)	9,140	109680
Deductions		
Profession Tax	200	2400
Employee share of PF	1012	12144
ESI	69	828
Total Deductions (C)	1281	15372
Net Salary (D=(B-C))	7,859	94308
Employer Sharing Components		
Employer share of PF	1012	12144
Employer share of ESI	297	3564
Gratuity	406	4872
Total Employer Sharing (E)	1715	20580
Yearly Bonus (F)		
Assured Annual Bonus	0	0
Total CTC (B+E+F)	10,855	130260

Kushal's Retail Private Limited

Note:

- As per our HR policy a detailed employee background verification process is done for all employees who join Kushals Retail Pvt Ltd. Please provide all the required documents as communicated with you. If this is not done, the company reserves the rights to revoke offer/appointment at any time during your tenure with us. Failing the background verification check would also result in termination of employment.
- On your date of joining, it is mandatory for you to produce an acknowledged copy of your resignation letter or the relieving letter from your last employer.
- Please note that remuneration is a contract entirely between you and the Company and should therefore be treated as strictly confidential.

Bonus Component:

- You will be eligible for incentives based on individual and store target achievement
- Above income would be subject to income tax by way of Tax Deduction at Source which would be dependent on tax saving investments made by the you as per Income Tax Act/Rules

Kushal's Retail Private Limited