

Ref No: 13138622

08-May-2019

Sandeep Kumar

Dear Sandeep,

With reference to the discussions that we had with you, we are pleased to offer you the role of **Process Specialist** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Noida**.

Your Annual Total Compensation will be **Rs.459,996**. This includes an annual incentive indication of **Rs.24,000**. This amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation is presented in **Annexure A**. We would like to inform you that Cognizant has considered **90** months of your experience as relevant, which would be updated in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

We request you to join us on or before **03-Jun-2019**.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer **Annexure B** for more details.

Please note:

- This appointment is subject to satisfactory professional reference checks
- This offer from Cognizant is valid for 3 months only from the date of offer, any extension in said validity shall be at the discretion of the company and shall be communicated to you in writing
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request

We look forward to your joining us. Should you have any further questions or clarifications, please feel free to contact us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.



Suresh Bethavandu

Global Head-Talent Acquisition

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Annexure A

Name: Sandeep Kumar **Designation:** Process Specialist

Sl. No.	Description	Monthly	Yearly
1	Basic	12725	152,700
2	HRA @60% of basic*	7635	91,620
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1527	18,324
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	10396	124,752
	Annual Gross Compensation		435,996
	Incentive Indication (per annum)**		24,000
	Annual Total Compensation		459,996
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Annual Total Remuneration		475,996

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 1923
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act, 1972
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit Act, 1962

PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

*** **Incentive Indication:** Incentive amount may be higher, lower or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

Note:

- Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.
- Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

Login to <https://onecognizant.cognizant.com>->Total Rewards App for more details.