

TATA STARBUCKS PRIVATE LTD.



Our Ref: HRD/Pers

Date: 03/10/2025

Dear Anjali,

We are pleased to offer you the position **Retail Trainee Associate** based in Delhi with reference to your application and the subsequent interviews you had with us. Please note your date of joining with us is 15/10/2025 for the period of 1 Year under the terms of employment disclosed. The initial period of training would be for 1 Year from the date of your joining which will end automatically on the expiry of the training period. If your progress and interest to training will not be found satisfactory, the training period shall be liable to be extended, purely at the discretion of the Management.

We are enclosing the details of your compensation package, Total Stipend INR 20,682.00 /- per month to you along with the list of benefits you are eligible for.

This offer is subject to the following:

1. Educational verification
2. Pre-employment medical check-up (as per the requirement of the company)

We would request you to kindly confirm your acceptance by sending across signed copy of this letter by no later than proposed offer acceptance date.

You are requested to carry a list of documents (as per the attached Annexure) on your joining day.

You are required to join us on expected joining date.

We look forward to a long and mutually rewarding relationship.

With best wishes,

Yours sincerely,
For Tata Starbucks Private Ltd.

A handwritten signature in black ink, appearing to read 'Nabamita', written over a light grey rectangular background.

Nabamita Banerjee
Head – Partner Resources

Registered Office

Tata Starbucks Private Limited, 4th Floor, New Excelsior Bldg, Amrit Keshav Nayak Marg, Fort, Mumbai-400001.
www.starbucks.in email id:- contact@tatastarbucks.com tel:- 022 66113939
Corporate Identity No. (CIN):- U74900MH2011PTC222589

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Encl: Annexure (1 and 2) attached

I accept your offer

Signature & Date

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Annexure 1 - List Of Benefits

- 5 day work week:** You are entitled for Two (2) weekly offs in a week. For full time partners, typical shift duration will be of Nine (9) hours per day including an hour of meal/ rest break. For part time partners, the typical shift duration will be Five and Half (5.5) hours per day or Nine (9) hours per day for Weekends (i.e. Friday, Saturday, and Sundays). If you work beyond your fixed shift hours (i.e. maximum 9 hours), it will be construed as your willingness to utilize time for learning activities. Please ensure you do not work overtime. If circumstances necessitate working beyond your regular shift hours, you can contact either the Director of Partner Resources or the Chief Operating Officer.
- Meal & Beverage Benefit:** Tata Starbucks strongly believes that every partner should enjoy the same great coffee and food that they serve to the customers. You can consume up to 2 handcrafted beverages and any one food item on a 9-hour shift and 1 beverage and 1 food item on 4.5 hour shift.
- Partner Discount Benefit:** You are eligible for 30% discount on purchase of all beverages, whole bean coffee, food and merchandise items sold at the store. Apart from this as a partner in one of the Tata group companies you will also be eligible for discounted pricing offered for employees of Tata group companies by various Tata group companies. This is subject to the policies defined by the respective group companies at their sole discretion from time to time.
- Leaves:** Tata Starbucks believes that availing leaves is necessary for you to have a healthy work-life balance. At Tata Starbucks, you are entitled to receive Privilege Leave, Sick Leave, Casual Leave, Paternity and Maternity Leaves etc. In addition to this, you will also be eligible for National and festival Holidays which are published in the beginning of the calendar year. The leaves will be applicable and calculated on 'Pro-rata' basis from the date of joining as mentioned in this letter.
- Uniform:** You are eligible to request for 1 cap, 1 apron, 2 sets of uniform, every year, in case of wear and tear.
- Online Learning:** Being a partner at Tata Starbucks, you have access to online learning on Partner Hub, where various functional and behavioural learning modules are available to learn at your own pace.
- CUP Fund:** CUP Fund is a safety net for partners who are experiencing significant immediate hardship because of catastrophic circumstances outside of their control and do not have sufficient resources to meet their responsibilities. For more details, please refer to the policy documents on partner hub.
- Beans Of Happiness:** It is a library of discounted benefits used to improve the everyday life of our partners. Under this program, you can avail offers on learning , education, and so on. For more details, please refer to the policy documents on partner hub.
- YourDost:** YourDost is a free emotional wellness platform offering telephonic, online chat and video call based counselling facility for our partners and their two dependents. You can log onto www.yourdost.com to video call or chat or call the 24*7 helpline 18008912926, or reach out to partner resources to organize upto 3 in person sessions.
- Starbucks Global Academy:** Starbucks Global Academy's courses cover a range of topics to advance personal and professional goals and include career and workplace content from Starbucks combined with innovative curriculum and learning platforms from the top-ranked Arizona State University.

The above are some of the important benefits and not meant to be exhaustive. As a partner you are encouraged to make full use of these benefits. The company reserves the right to alter or update or withdraw the benefits from time to time. You may refer partner policy guidelines for further details on the same.

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Annexure - 2

LIST OF DOCUMENTS TO BE SUBMITTED ON DAY 1 (MANDATORY)

1. PAN card & Adhaar Card (Masked) *
2. Present and Permanent address proof
3. Cancelled Cheque of your bank
4. Education Certificates
 - a. Class 10th*
 - b. Class 12th,if applicable
 - c. Graduation, if applicable
5. Passport Size Photographs

*documents are mandatory to join Tata Starbucks

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