

J.J COLLEGE OF ARTS AND SCIENCE (Autonomous)
Sivapuram Post, Pudukkottai-622422

DEPARTMENT OF CHEMISTRY

5.2.1-Che-Students Placement



20th May, 2021

Dear Naveena V,

With reference to your application and the interviews you had with us, we are pleased to offer you employment in our company on the following terms and conditions.

1. Designation Associate – Recruitment
2. Date of Joining Monday, 24th May 2021
3. Gross Compensation Rs 12,000 per month + Incentives (refer enclosure I) during probation which will be for three months from the date of joining. During this time, no increments will apply.
4. Confirmation At the end of the probation period, Talent Pursuits will evaluate the performance and decide whether to retain your services.

Unless the employment is confirmed in writing at the end of the probation period, it should be considered terminated. Talent Pursuits, purely at its discretion and taking into account your performance up to that point, may consider increasing your salary.
5. Hours of work 9.30am to 6.30pm, five days a week.
6. Maintenance of Decorum You will maintain the highest standards of decorum with the Client, shall dress formally at all occasions and behave appropriately. In particular, you shall not discuss Talent Pursuits's / Client's / Candidate's, financials, personnel, initiatives or comment on anything that does not pertain to the work being carried out.
7. Notice of Termination During the probation period, your service can be terminated by either side by giving two day's written notice.

Upon confirmation, one month's written notice is required from either side.

If you are already on an assignment and if your presence in the assignment is necessary as assessed by the management, the management reserves the right to require you to work till the assignment is complete.
8. Transferability Management reserves the right to transfer you at its discretion to any of its client projects/departments/offices/factories/subsidiaries or any other associated ventures.



9. Leave As per the rules of the company. Currently these are 6 days sick leave and 6 days casual leave per year, with 15 days earned leave per year, provided you have worked at least 240 days in the corresponding year. Any excess leave will be treated as leave on loss of pay. Talent Pursuits reserves the right to revise these policies from time to time, without prior notice or consultation, to meet the demands of the business.

Please sign and return the copy of this letter in token of your acceptance, if the terms and conditions specified above and enclosed herein are acceptable to you.

We welcome you to Talent Pursuits and look forward to your contribution to the success and growth of the Company.

Yours sincerely

Janakiraman J

I agree to the above terms and conditions and will be joining on:

[Naveena V]

Confirmed Date of Joining



Enclosure I

Salary Break-up

S#	Head	Amount (Rs)	Remarks, if any
	Monthly Items		
1	Basic	7504	
2	HRA	3696	
3	Conveyance Reimbursement	800	Please present bills to claim reimbursement
	Gross Monthly Fixed	12,000 per month	
	Gross Fixed compensation	1,44,000 Per Annum	

Note:

- 1. All payments are subject to Tax deduction at source (TDS). You are responsible for declaring your tax exemptions & tax liabilities**
- 2. All reimbursements are at actual and need to be supported with bills/vouchers whenever available**
- 3. You are eligible for Performance Linked Incentives. Guidelines for the same will be shared on the date of joining.**

Please sign and return the copy of this letter in token of your acceptance, if the terms and conditions specified above and enclosed herein are acceptable to you.

Yours sincerely

I agree to the above terms and conditions:

Janakiraman J

[Naveena V]

**ALIPH CARBON
PRIVATE LIMITED**
Plot No. 44A, Inkel Industrial Estate
Karathode, Malappuram, Kerala
Ph: 9745580947



Name : **MOHAMMED RASHID**
Designation : CHEMIST
Department : QA & Qc Department
Employee No : 022

Auth. Signature
aliphcarbon@gmail.com

Address : Meenkall
Othukkungal
Malappuram
Pin-676528
Kerala

Mob No. :
Blood Group :

**ALIPH CARBON
PRIVATE LIMITED**

Plot No. 44A, Inkel Industrial Estate
Karathode, Malappuram, Kerala
Ph: 9745580947



Name : **MUBARIS**
Designation : CHEMIST
Department : QA & QC Department
Employee No : 023

Auth. Signature

aliphcarbon@gmail.com

Address : Nelliparambath
Athanikkal
valluambram (po)
Malappuram, Kerala
Pin-673642

Mob No. : 9526666053
Blood Group : A+ve