

# Rama Watch Boutique



Date:-25/01/2016

Shubham Goswami

S1/116, 3<sup>rd</sup> floor old Mahavir Nagar

Tilak Nagar,

Delhi-110018

## Private and Confidential

Dear Shubham

### Offer of Employment

We are pleased to offer you the employment with Rama Watches Boutique I have a much pleasure in formally confirming the key terms of this offer as follows:

#### Date of Commencement

Your employment with the company will commence from 01/02/2016

#### Position and Scope

- You are joining the company as online sales executive You will report to manager or such person as may be designated by the company.
- You will be based in Pacific Mall Subhash Nagar office.

#### Remuneration

- Your CTC will be 259200/- Per Annum ( inclusive/ excluding of variable pay) of which element will be paid monthly in arrears.
- You will be entitled to a variable performance related bonus of 5% of your CTC and frequency will be in line with the company policy. The details of this scheme will be communicated to you on joining.
- Company will deduct all such taxes required under the law.
- In case of Overtime, you will be entitled for overtime pay which would be calculate don hourly bases.
- In case of working on public holidays, you are entitled to get the double the salary of the day.

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GF 019 Pacific Mall Tagore, Garden, New Delhi - 110027

Tel : 91 11 43466996 Email: rwb@live.in



# Rama Watch Boutique



## Working Hours

- Your shift timings will be 11:00am to 9:00 PM IST with rotational weekly off. If required, your working hours may be extended with no prior notice.

## Annual Leaves

- In addition to public holidays which the company will intimate you from time to time you are entitled to paid leave in each completed calendar year as per the policy which is aligned with the statutory requirements.

## Termination of Employment

- Either party may terminate the Agreement with the 30 days written notice or payment of salary in lieu of such notice or as per applicable statutory requirements.
- The company reserves the right to require you not to attend at work and /or not to undertake all or any duties of employment during any period of notice.
- The company reserves the right to terminate your contract without any notice if it has reasonable grounds to believe you are guilty of gross misconduct, persistent unpunctuality, neglect of duty, material breach of any terms of your employment.

Looking forward to work with you.

Yours Sincerely



Manoj kataria

I confirm my acceptance with the above terms

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GF 019 Pacific Mall Tagore, Garden, New Delhi - 110027

Tel : 91 11 43466996 Email: [rw@livein](mailto:rw@livein)



# Rama Watch Boutique



Date:15/04/2019

Shubham Goswami

S1/116, 3<sup>rd</sup> floor old Mahavir Nagar

Tilak Nagar,

Delhi-110018

Dear Shubham,

This is in reference to your letter of resignation dated. 15 MARCH 2019

We wish to inform you that resignation has been accepted and accordingly you are relieved of your duties as at the close of working hours on 15 APRIL 2019.

We hereby certify your employment with RAMA Watches from 1 FEB 2016 to 15 APRIL 2019 as CLEIENT ADVISOR.

All dues are cleared

For RAMA WATCH BOUTIQUE

Mandj Kataria

Partner