



07-May-2025

Miss Riya Rathour  
OHR ID -703349691  
Senior Process Associate

T24, 804, Paras Tierea, Sector 137, Noida, Uttar Pradesh, 201305

Dear Riya,

This bears reference to your resignation dated 04-APR-2025. We accept your decision with regret.

As per Genpact Policy and basis the agreed relieving date, you stand relieved from the services of the organization on the close of business hours on 03-MAY-2025.

During your tenure from 20-FEB-2023 to 03-MAY-2025 , your contribution to the company has been appreciated.

The settlement amount (if payable) as computed by the Genpact Payroll Team would be credited to your salary account as per the payroll records.

We wish you all the best for your future endeavors.

Note: It is recommended to keep your current salaried bank account active for a minimum of 1 year from your date of relieving to ensure fast and hassle-free transactions by the company.

Yours Sincerely,  
For and on behalf of Genpact India

**Anamita Basu**  
**Human Resources**  
*For any query pls.contact*  
[hr.helpdeskexit@genpact.com](mailto:hr.helpdeskexit@genpact.com)

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