



May 20, 2025

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Ms. Satakshi Singhal, was a full-time employee of **exl Service.com (India) Private Limited**, for the period from 25 October 2023 till 31 October 2024 , under employee ID No. **221977** and was holding the designation of Associate (Band Level A1) Insurance . She was working full-time, 40 hours per week.

**During her aforesaid tenure with EXL, the Job Responsibilities were as follows:**

- Updating the WC exposure (Payroll) of estimated and closed out policy on client application.
- Updating audit analysis form and creating renewal transaction in client application with updated exposure from the audit analysis form
- Checking details, rekeying all the information from old application to new and then issuing renewal in the new application.

This certificate is issued on the specific request of Ms. Satakshi Singhal for documentation purpose, without any obligation upon EXL, and EXL shall not be liable or held responsible for any acts committed or omitted by Ms. Satakshi Singhal.

This certificate is issued as per records maintained by EXL in the regular course of its business, and is without prejudice to EXL's rights or remedies.

We wish you the best in all your future endeavors.

**For & on behalf of exl Service.com (India) Private Limited**

**Deepshikha Verma**  
**Assistant Vice President- Human Resources**

Please contact HR Helpdesk at **0008000402089** between 11am to 10pm (IST) Monday till Friday or visit <https://connectwithexl.exlservice.com> to register and raise queries related to Full & Final Settlement , Relieving / Experience letter, Provident Fund/ Gratuity payments etc.