

# RAJ AGRO INDUSTRIES PLC

Wama Sugar Project

Sibu /Siree Woreda

Head Office: BOLE SUB-CITY, KEBELE 16, H.NO. 286, ADDIS ABABA, ETHIOPIA

Contact No. 0911254122

To,

Date: 15/3/2018

ABHIJEET RAHA,

AD 245, 1<sup>ST</sup> FLOOR, NIYATI APPARTMENT,

RABINDRAPALLY, P. O. KRISHNAPUR, KOLKATA-700101

WEST BENGAL, INDIA.

Email : a\_raha17@yahoo.co.in

Mobile no. 9831886926/9830186926

## Sub : Offer Letter

With reference to your application and subsequent telephonic interview you had with us, we have pleasure in offering you an employment in our organization on the following terms & conditions:

1. Your present assignment will be as a **Admin. Manager** Your place of posting will be at our site Raj Agro industries PLC, Wama ,Sibu sire District, East wollega Zone, Ethiopia. The company, however, may reassign and/or transfer you to any other location, department, office, and to any of its sister or associate companies or agencies anywhere in Africa or abroad as per mutual consent from either side.
2. You will be paid a consolidated salary of **75000 INR/- per Month (Seventy Five thousand rupees only)**. You will be entitled to get an increment according to the company policy & your performance level.
3. You shall be provided a free shared bachelor accommodation and food as per company policy.
4. You will get two month paid leave and flight ticket from Addis Ababa to Mumbai international airport every two year.
5. The caution deposit 75000 INR( Three thousand two hundred fifty only) will be deduct from the salary within 3 months from the date of joining (25000 INR first month + 25000 INR second month+ 25000 INR third month). On completion of two Year service, total money of **INR 75000/-** will be returned back. Notice of termination from either side in 1 month or basic salary in lieu of notice period.
6. On emergency you will get leave on loss of pay and flight ticket expense will born by you.



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7. Any rules, regulations and orders promulgated by the company and applicable to employees of your category will also be applicable to you as though these rules, regulations and orders were a part of the terms and conditions of this employment.

8. As an employee of the company, you will be expected to serve the company to the best of your ability and with integrity and diligence. You will appreciate that any technical, business or other trade information which you would come across due to your association with the company should not be disclosed, divulged or made public while you are in the company's service or thereafter.

9. The company does not normally permit employees to engage in any other business or work, either directly on their own account or indirectly and you will be expected not to do so without prior consent of the company in writing.

10. The Management reserves the right to amend, alter or withdraw from time to time any or all of the company's policy, rules and terms & conditions of employment without assigning any reasons.

11. You can join our organization within **30 Days** after getting your visa.

12. Please give your acceptance of the appointment on the above mentioned terms and conditions by signing and returning the duplicate copy of this letter.

13. TO JOIN OUR COMPANY FREE VISA AND TICKET WILL BORNE BY OUR COMPANY

14. Original certificate to attested from Delhi EXPENSE will be 2100 Rupees will borne by you.

15. **ALCOHOL DRINK IS STRICTLY PROHIBITED.**

I wish you all the best for your professional career and shall look forward your long term association with our organization.

Thanking you,

Authorized signatory,

Raj Agro Industries PLC.

