



Abinash Lenka,  
Puri,  
Odisha

5th November, 2021

Dear Abinash,

We are pleased to formally offer you the position of Graphic cum UI/UX Designer in our organization on the following conditions:

**Date of Appointment**

Your appointment is effective from the date of joining which shall be as early as possible but not later than 15th November 2021.

**Period**

You would need to work with us for a minimum period of 6 months from the date of joining. After 6 months, you would need to sign a renewed employment agreement with us.

**Remuneration**

- You will be paid a monthly salary of Rs. 25,000 CTC.

**Increment in Salary or Position**

Your salary will be reviewed on the first of April each year or at such other time, as management may decide.

Any increments are discretionary and will be subject to and on the basis of effective performance and results during the year



**Other Work**

Your position is a full-time engagement with the company and you shall devote yourself exclusively to the business of the company. You shall not take up any other work for remuneration (part-time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business during your engagement with the company without permission in writing of the Managing Director of the company.

**Transfer**

You will be liable to transfer in such other capacity that the company may determine to any other location, branch, or establishment of the company in India or abroad.

**Past Records**

If any declaration furnished or information given by you to the company is proven to be false or if you are found to have willfully suppressed any material information, in such cases, you will be liable to removal from service without any notice.

**Termination Notice**

On successful completion of the probationary period, this contract of appointment is terminable by 45 day's notice on either side and any party is not bound to give any reason thereof.

**After Termination**

On termination of this contract, you will immediately give up to the company all correspondence, codes, documents, data, or records, etc., belonging to the company and shall not make copies of these items at any time.



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Please confirm that the above terms and conditions are acceptable to you and that you accept an appointment by signing a copy of this letter of appointment.

Yours faithfully

(for Busibud Solutions Pvt. Ltd.)

Gurleen Kaur

HR Manager

I agree to accept my appointment on the terms and conditions mentioned in the above letter of appointment.

Abinash Lenka