



07-01-2022

Mr. GANEASHA SUBRAMANIAN
ganeasha.subramanian@gmail.com
+91 8310625634/7204001430

Sub: Offer for the Position of Sr. Account Manager

Dear **GANEASHA SUBRAMANIAN,**

We are pleased to offer you a position at GapBridge Software Services Pvt. Ltd. As **Sr. Account Manager**. Your official start date has been established as **07-02-2022**. This offer of employment is contingent upon verification of the information presented by you on your resume and/or on the employment application.

The salary (CTC) for this position is **Rs. 15, 00,000/- (Fifteen Lakhs Only) per annum**, breakup of the same is as per **Annexure I**.

Your performance reviews are conducted on an annual basis or on a more frequent basis, if needed. Associated salary increases are discretionary and will be subjected to effective performance and the results achieved during the review period.

As an employee of GapBridge, you should be aware of the following terms and conditions of employment:

- All new employees must successfully complete a 60-days introductory period with the Company.
- Your Probationary period is for first two months on reviewing your performance extension of probationary period depends sole on the company.
- As an employee you are expected to devote yourself exclusively to the business of the Company.
- Information regarding the Company's affairs, administration, or research, whether such information is confided in you or becomes known to you during the course of your employment, is confidential. Such information shall not be disclosed, divulged or made public, except as a required legal obligation and only with the prior acknowledgement of your manager. You will also need to sign a separate confidentiality agreement to this regard.
- During the course of your employment, the Company reserves the right to any new or improved processes, formulae, or systems associated with the business of the Company, developed by you, will be fully communicated to the Company and will remain the sole and exclusive property of the Company.

Gapbridge Software Services Pvt Ltd
#157/A, 2nd Floor, 5th Sector, Outer Ring Road, HSR Layout, Bangalore 102, Karnataka



- You shall not without the prior consent of the company engage directly or indirectly in any other business, occupation or activity during or after duty normal working hours which could or right reasonable be considered by the company to impair or affect the ability of the employee to act in the best interest of the company.
- As a protective covenant for the Company, upon termination of employment, for any reason, you agree not seek employment or solicit business from GapBridge clients or contacts for a period of three years, from the date of termination.
- Travel and/or training may be required as part of your position's responsibilities. Such travel and associated expenses will be in accordance with the Company's travel policy.
- **Your work will be monitored by your assigned manager/client and assessment will be on the grounds of technical capability, personal behavior, soft skills etc. If any of these are not met by the individual within first 30days employer will hold the right to terminate the employment of the individual on the said grounds without any prior notice and without any pay for the said period.**
- **As a protective covenant for the Company, upon release or termination of employment, for any reason, you agree not to seek employment or solicit business from GapBridge clients, contacts competitor and customer. Unless if any opportunities are on your way / through reference etc., you are required to seek our approval before on-boarding with in a span of one year (1 Year) from the date of exit.**
- The company may terminate your services with or without cause under the following conditions:
- Case of BGV failure / false prior employment / Non-Performance as per company standards employment will be terminated immediately without any pay.
- In case of performance issue/ unprofessional attitude towards Work Company can terminate with immediate effect on behavioral grounds without any pay.

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.



If you wish to leave the services of the Company, a clear written notice of 60 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period." And in failing to serve notice period you have to buy the same in lieu of the notice period.

- As an employee, you are governed by the policies and procedures, which are detailed in the Employee Handbook, and entitled to the employee fringe benefits outlined therein.

On behalf of Gapbridge, we are pleased that you have decided to become a contributing member of our team.

You acknowledge that this offer letter represents the acceptance of the term herein and the agreement between you and GapBridge Software Services Pvt. Ltd. No verbal or written agreements, promises or representations that are not specifically stated in this offer, are or will be binding upon GapBridge. We look forward to you joining GapBridge.

Sincerely,



Mr. Sudheer Kumar S
CEO
GapBridge Software Service Pvt Ltd,

If you are in agreement with the above outline, please sign below. This offer is in effect for five business days.

I acknowledge receipt of this letter and I accept the position offered

Signature _____ Date _____



Annexure-1

SALARY BREAK-UP SHEET:

Employee Name: Mr. GANEASHA SUBRAMANIAN

Designation: Sr. Account Manager

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary (A)	41,666.00	5,00,000.00
HRA (B)	16,666.00	2,00,000.00
Conveyance Allowance(C)	1,600.00	19,200.00
Statutory Bonus(S)	3,470.00	41,650.00
Project Allowance (D)	37,712.00	4,52,550.00
Medical Allowances	1,250.00	15,000.00
Gross	1,02,366.00	12,28,400.00
Provident Fund(employer)	1,800.00	21,600.00
CTC	1,04,166.00	12,50,000.00
Deduction		
PF(Emp)	1,800.00	21,600.00
PT	200.00	2,400.00
Income TAX	(As applicable)	(As applicable)
Total	2,000.00	24,000.00
Net Take Home	1,00,366.00	12,04,400.00
Variable		2,50,000.00
Total CTC		15,00,000.00

- 1) Your Notice period would be 2 months.
- 2) Appointment letter shall be given to you on joining the company.
- 3) Salary date is on 10th of every month. If 10th is falling on a Sunday or on a holiday, the salary date will be the next working day.
- 4) The monthly pay slips will be made available electronically.
- 5) Salary will be disbursed on receipt of your PAN card number.

NOTE: Please review the offer made to you and kindly indicate your acceptance by signing the same and returning photocopies to the below address.