

OFFER LETTER

Mar 05, 2025

**Ms. Dhulasi Mani Muthu Marimuthu,
Srivilliputthur,
Tamil Nadu 626125**

Dear Dhulasi,

Congratulations!

Further to your application and subsequent interview with us, we are pleased to offer you the position of **AR Analyst** at Trubridge Healthcare Pvt. Ltd.

Please find the below the terms and conditions enumerated herewith.

Offered Compensation : Gross Salary - ₹ **418,800** (Indian Rupees **FOUR LAKHS EIGHTEEN THOUSAND EIGHT HUNDRED ONLY**) per annum.

CTC - ₹ **440,400** (Indian Rupees **Four Lakhs Forty Thousand Four Hundred Only**) per annum.

Reporting Location : **Mumbai**

Date of Joining : **Mar 10, 2025**

Type of Employment : **Full Time**

Probation Period : **3 months from the date of joining.**

On the day of your joining, the Company will issue a detailed Appointment Letter containing terms and conditions of your employment.

The detailed CTC breakup is enclosed for your reference.

The offer of employment is contingent upon your satisfactory completion of background check & on execution of the company's confidentiality agreement.

On the acceptance of this offer, you are requested to provide us copies of the following documents at least 15 days prior to your onboarding:

1. 2 recent passport-size photographs
2. Copy of Permanent Account Number (PAN) card
3. Copy of Aadhar Card
4. Copy of relevant educational certificates
5. Last 3 months pay slip or increment letter or previous appointment letter

Applicants Initials

6. Relieving letter from your current employer (if it has been issued) or proof of resignation acceptance from the previous employer)
7. Form 16 of last two years
8. Current address proof

At all times, you would be governed by all the Rules and Regulations of Trubridge Healthcare Pvt. Ltd., which are in force from time to time. Trubridge Healthcare Pvt. Ltd. shall have the right from time to time to introduce, vary or modify any of the terms and conditions of service, which shall be binding on you as an employee.

Salary details are strictly confidential. Sharing this information without proper authorization is a breach of trust and company policy. Any unauthorized disclosure of salary information will be considered a serious violation. It may result in disciplinary action.

This offer is valid basis completion of your background verification. As informed, if any adverse remark or discrepancy is reported in any of details/ documents furnished by you, your offer will be terminated.

Moving system from one location to another will cause termination of employment. Address shared by you during Interview, system will be delivered to the same address.

You are requested to treat the contents of this letter as strictly confidential. Please refrain from disclosing the contents of this letter to any person or entity without our prior written consent.

As a token of the acceptance of this offer letter and the terms and conditions you are requested to sign this Offer Letter within 3 working days from the date of this offer.

We are looking forward to a mutually fruitful association by your being a part of the Trubridge Healthcare Pvt. Ltd. In case you have any questions or would like to discuss the terms and/or conditions of our offer, please feel free to get in touch with us.

For TRUBRIDGE HEALTHCARE PRIVATE LIMITED



Poonam Padwal
Director

Applicants Initials

Annexure A
CTC Break Up

Name	Dhulasi Mani Muthu Marimuthu	
Designation	AR Analyst	
Department	RCM - Operations	
Salary Components	Monthly	Annual
Basic	14,680	176,160
HRA	7,340	88,080
Special allowance	12,880	154,560
Total Gross Salary (A)	34,900	418,800
Deductions	Monthly	Annual
Employee Provident Fund Contribution	1,800	21,600
Professional Tax (300 in February)	200	2,400
Total Deductions (B)	2,000	24,000
Employer Benefits	Monthly	Annual
Employer Provident Fund Contribution	1,800	21,600
Total Employer Benefits (C)	1,800	21,600
Cost to company (CTC) (A+C)	36,700	440,400

Note: Medical insurance will be provided with a sum insured (SI) of 2 lacs for employees in Grade 1 & 2, and 4 lacs for those in Grade 3 and above. The premium for this insurance is determined based on your age bracket and the dependents (spouse and up to 2 children, considering their ages) you choose to include in the policy. This premium will be subtracted from your gross salary. Please be aware that the Group Mediclaim Policy (GMC) does not extend to employees who are covered under ESIC. All statutory deductions will be enforced as per the Wage Act.

Applicants Initials

ACKNOWLEDGEMENT:

I accept the position of **“AR Analyst”** with Trubridge Healthcare Pvt. Ltd. I look forward to starting employment on **Mar 10, 2025**

I understand that the offer is conditional and contingent upon my successful background checks. I agree to provide any and all necessary information and documents to complete the process. I agree to be contacted by Trubridge Healthcare Pvt. Ltd. or any Third-Party Company associated Trubridge Healthcare Pvt. Ltd. to complete the process.

Date: Mar 05, 2025

Name: Dhulasi Mani Muthu Marimuthu

Signature:

Address: Srivilliputtur,
Tamil Nadu 626125