Ref. No : 003530 **26th February 2021**

Offer Letter

Ms. Zenna Baisil
Kocheri House
Kannaeth Lane
Chakkaraparambu,Thammanam P O
Ernakulam,Kerala,India- 682 032

Dear **Ms. Zenna,**

Subject: Offer letter for the post of **Accountant - BPO**

Further to the interview and discussions we had, we are glad to offer you the position of **Accountant - BPO**, upon mutually agreed terms and conditions. Your initial place of work shall be at **Lulu Cyber Tower 2, Infopark Park Special Economic Zone, Kakkanad, Cochin.**

Your gross salary would be **Rs 17500/- (Rupees Seventeen Thousand Five Hundred Only)** per month and necessary statutory deductions shall be made from the salary. You will be entitled to further review of your compensation as per the company policies. The review will be linked to your performance and will be at the discretion of the management.

A detailed appointment letter will be given to you at the time of joining. All other terms and conditions will be as per the management decision and the Labour Laws of the country as stated from time to time.

You are required to join on **01 March 2021** at 9.30am**,** in line with the discussions we had with you, otherwise this offer will stand withdrawn automatically. You have to submit copy of all credentials at the time of your joining.

This offer letter is valid only for one week and you should confirm the date of joining within one week of time.

This offer is subject to satisfactory investigation of the employee's credentials and it is found at any time that the employee has made any false statements, suppressed/misrepresented information; this offer will be stand automatically withdrawn.

Please sign and return a copy of this letter as a token of your acceptance and ensure to send the scanned copy immediately through return mail to proceed further.

We welcome you to Mantle Solutions to be part of the exciting future and sincerely hope that your association with us shall be mutually beneficial.

Regards,

mantle solutions Private Limited CIN: U72900KL2018PTC054323 GSTIN: 32AAMCM0118J1ZP Kakkanad, Ernakulam-682042

Shahir Khan -Director & CEO

I agree to the terms and conditions of the employment as set out herein.

Name: **Date:** **Signature:**