



Genius Consultants Ltd.

Office :

Unit No. – 507 & 508,
5th Floor, Elegance Tower,
Jasola District Centre,
New Delhi, PIN – 110025
CIN No. : U74140WB1993PLC059586
E-mail : enquiry@geniusconsultant.com
Web. : www.geniusconsultant.com

Yashada- Undre
Maharashtra
Yashada,

Subject: Offer Letter

With reference to your application and subsequent interview with us, we are pleased to offer you the temporary contractual assignment for specific term. We are pleased to inform you that you will be detailed and deputed in **"SBI Cards And Payment Services Limited"** premises at **PUNE** as **"Relationship Executive"**. Remuneration offered to you for the aforesaid position has already been discussed and agreed upon between us. The appointment is on the terms as mutually agreed between us during the course of discussion. Formal Appointment Letter with Terms & Conditions will be handed over to you on your joining and completing the joining formalities. You are advised to join on **5/9/2024**. Your take home salary will be **Rs. 18000/-Month**. If inspite of receiving the offer letter, you failed/neglected/refused to report to your duty on the date, place mentioned hereinabove, this offer letter shall stand invalid. Your contractual period will be for one year from your date of joining & before leaving the organization you have to serve one month notice period.

You need to submit the following documents at the time of joining:

1. Updated Bio-Data
2. Educational Testimonials
3. ID Proof/ Residence Proof
4. Prior Professional Docs (If Any)
5. Resignation Letters
6. 4 Copies of Passport Size Photo
7. 2 Copies Postcard Size Photo

Wish you success in your assignment and career in our organization. Thanking you.

For GENIUS CONSULTANTS LTD.



MANISH KUMAR

RECEIVED & ACCEPTED



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Salary Annexure:

Particulars	Amount Payable
BASIC	13924
HRA	4736
SPL. ALLOWANCE	1160
GROSS	19820
EMP PF	1671
EMP ESIC	149
EMP LWF	0
PT	0
TOTAL DEDUCTATION	1820
NET SALARY(INHAND)	18000
EMPR PF	1810
EMPR ESIC	645
EMPR LWF	0
MEDICLAIM	0
CTC	22275
ANNUAL CTC	267300