

3rd May 2022

Name: Dhruv Rathod

Dear Dhruv,

Sub: Offer Letter

With reference to your interview and subsequent discussions you had with us, we are glad to inform that it has been decided to offer you the position of “**Medical Coder- Trainee**” with effect from 06-June-2022 on the following terms and conditions:


1. Your Annual Salary on **Cost to Company (CTC)** basis will be **INR 1,85,000/- (Rupees One Lakh Eight- Five Thousand Only)**.
2. You are required to report at Annova Solutions Pvt Ltd, Indore for your first day at work on or before 06-June-2022 at 9 AM. Your offer is subject to your joining the Organization. Please note that in the event of your not joining the organization on or before the date mentioned in this letter, you should keep the HR informed in writing of your revised date of joining, otherwise this offer will be deemed cancelled.
3. You will be on probation for a period of 3 months from the date of Joining.
4. This letter of offer is based on the information furnished by you in your application for employment and subsequent interviews you had with us. However, if there is a discrepancy in the documents and certificates submitted by you as a proof of the above, the organization retains the right to review and cancel this offer of employment.
5. Please note that this offer is subject to you clearing the reference check.
6. You are requested to convey your consent immediately by email and confirm the date of joining.
7. A detailed letter of appointment with terms and conditions shall be provided to you on the day of your joining.

We congratulate you on appointment and welcome you to be part of the Annova Solutions Pvt Ltd. We are certain that your association with ANNOVA will be mutually rewarding, fulfilling, and enriching in the years to come.

For Annova Solutions Pvt Ltd,



Authorized Signatory

ANNEXURE - A		
Name: Dhruv Rathod		
Date of Joining: 06-June-2022		
Designation: Medical Coder-Trainee		
Component	Monthly (Rs)	Annual (Rs)
Basic	8,500	1,02,000
HRA	1,911	22,932
Bonus	708	8,496
Gross Salary (A)	11,119	1,33,428
Variable Earning*	-	35,000
Total Variable Component (B)	-	35,000
Deductions		
Employer PF contribution	1,020	12,240
Employer ESIC contribution	361	4,332
Total Deductions (C)	1,381	16572
Cost to Company (CTC) (A+B+C)	12,500	1,85,000
<p>*Variable Earning: Pay-out is subject to pre-defined criteria basis Quality, Production and Attendance and will be paid twice in a year.</p>		
<p>Additional Benefit: In addition to the above, you will also be eligible for the below mentioned benefit -</p>		
<p>Group Personal Accidental Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of up to Rs. 15 lakhs.</p>		
<p>With Best Wishes,</p>		
<p>Annova Solutions Pvt Ltd.</p>		<p>Accepted By:</p>
		
<p>Authorized Signatory</p>		