

23/11/2022  
Nilesh Kumar

Bilaspur

Dear Nilesh,

**Sub: Offer letter Cum Appointment letter**

We are pleased to appoint you as a **Relationship Executive**, with Duarz HR Services on the following terms and conditions:

Your assignment shall be commenced from. Your services will be deputed at UBI Services Limited. Notwithstanding this, in the event of project work for which you are being employed, your engagement shall be co-terminus with the aforementioned project/work.

Notwithstanding anything above, depending above aforementioned project/work, the company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged in that event, the company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein.

During the period of employment your services could be deputed at the sole discretion of the Management to any of our clients company to do work pertaining to or incidental to the clients business.

You will be eligible for leave as per the company policy during the period of your employment.

You will be entitled to all other statutory benefits wherever applicable during the period of employment.