



GVR Technolabs

(An ISO 9001:2015 Certified Company Registered under the Ministry of MSME's)

GVR Technolabs Pvt. Ltd.
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GVR00455/055/VS dated 09 July 2021

To,

Mr. Simanta Rajbongshi,
S/O Dilip Rajbongshi,
Bamunpara, Sualkuchi,
Kamrup, Assam-781103

OFFER LETTER

Congratulation and Welcome to GVR Technolabs family!!!

On behalf of M/s GVR Technolabs Private Limited, (hereinafter referred to as The Company) we are pleased to offer you the position of **Software Engineer**, in **Shillong Site B(Meghalaya)**, India subject to the following terms and conditions, which will be effective from the date of joining.

Date of offer : 09 July 2021
Date of Joining : on or before 15th July 2021
(Subject to Submission of Police Verification Certificate)
Reporting to : Mrs. Umadevi N Bhat (DGM) BEL Bangalore
Mr. Pradeep Joseph (Sr. Manager -CS) GVR Technolabs

Position and Starting Date: You will be designated as **Software Engineer** in **Shillong Site B**. Your appointment with the company commences from the actual date of joining, which is the first day of your reporting to work.

Duties: You shall render such business and professional services in the performance of your duties consistent with the position with in "The Company", as shall reasonably be assigned to you by Management from time to time which may include and not limited to Installation of software, Software testing at customer location, Preparation and reporting of the defects, Support to customer during field testing/evaluation, Software training to users for operation, Keep up of the software and system running, Preparing the weekly/monthly work progress reports etc. The period of your employment under this Agreement is referred to herein as the "Employment Term".

Probation: You will be on Probation for a period of six months. Your performance will be reviewed periodically with reference to the tasks assigned to you and necessary corrective action will be taken from time to time in order to ensure completion of assigned Job. However management reserves the right to extend the probation period or terminate you, if your performance is found below the satisfactory level during the six months period or extend period of probation as the case may be.

Obligations: You shall be responsible to obey the reasonable and lawful directives of the Company. During the Employment Term, You will perform your duties faithfully and to the best of your abilities and will devote your full efforts and time to "The Company". You shall