

ETPL\HR\2023\OL-TEM01\066

September 13, 2023

Dear AJAY JUDE LOPEZ

12 E, North Block, Abad Oriental Gardens, Pottakuzhy Mamangalam Road, Kochi 682026

We are pleased to offer you employment in our organization as “**Apprentice Trainee**” as per Standing Order No/SOC/10/2012 dated 30th August, 2013 for a fixed period of employment on the following terms and conditions.

This offer of employment shall be valid for a period of 12 months as a Trainee Customer Relation Officer from September 22,2023 to September 21, 2024 as per the companies approved standing orders. At the end of the above period, either party can terminate this contract after giving a notice period of 30 days to the other party. We are at liberty to extend the term of employment through a letter in writing or in confirming your services with our organization after successfully completing the training period after the end of the above mentioned period.

During the period of fixed contract, your services could be deputed at the sole discretion of the Management to any of our client’s company to do work pertaining to or incidental to the client’s business.

You will be drawing a stipend of **Rs.17169** Per Month

This contract can be terminated by us at any time by giving a 30days’ notice in writing. However, any breach on your part on any terms and conditions mentioned in your contract or if you are found involved in any act of misconduct, dishonesty, fraud, misappropriation of funds, theft, indiscipline, willful negligence, criminal offence, sexual harassment or any offence involving moral turpitude shall entitle the management to terminate your service without notice or compensation.

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy and growth among all members of the Eben Telecom family. As a new entrant, we would like you to whole-heartedly contribute in this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us.

Sincerely,


Sana K N
Manager - HR

