



GOKUL VASUDEV CONSTRUCTION PVT LTD.

"SINCE 2021"

OFFICE: - Shivkana Apartment, First floor, Flat no. 1-C, Near SRS Gharana, Domuhan, P.o-Bhalua, BIHAR-824231

WEBSITE: - GVC.IN.NET, EMAIL ID: - GOKULVASUDEVCONSTRUCTIONPVTLTD@GMAIL.COM

RefNo:- 68 / 2023 - 24.

Date:- 14 / 02 / 2024.

Appointment Letter (Employment)

To,

Jagdev Kumar, D.O. B - 01 / 01 / 1996, S/o - Let Jayram Yadav
Present Address: - Vill- Bisunpur, P.O- Dema Thana Mohanpur, P.S- Mohanpur, Distt -
Gaya, Bihar- 824231.

Email: - , Mobile No: - + 91- 7209166197.

New Employee Code: - 12 / GVC

UAN:- _____, ESIC CODE: - _____

Dear,

Jagdev Kumar,

This Has Reference to Your Application and Subsequent Interviews You Have Had with **Gokul Vasudev Construction Private Limited**. We Are Pleased to Appoint You as **TRACTOR DRIVER** In It's Our Guideline Function Based at **COMPANY NOTIFY** Of Posting. Your Employment Will Be Governed by The Following Terms and Conditions:

1. **Monthly Gross Salary**

You Will Be Paid a Monthly Gross Salary **10,000/-**

2. **Working Hours**

You're Working **10 Hours** as Per the Current Company Policy. The Company Observes A 7 Day Work Week.

3. **Date Of Appointment**

Your Date of Appointment as Per Company Records Is **14 / 02 / 2024**.

4. **Salary Increase**

Increase In Your Salary Will Be Reviewed Periodically as Per the Policy of The Company. Increments In the Salary Range Will Be on The Basis of Demonstrated Results and Effectiveness of Performance During the Period of Review.

5. **Probation Period**

You Will Be on Probation for A Period of Six Months from The Date of Your Appointment. On Satisfactory Completion of The Probation Period, You Will Be Confirmed in Service. If Not Confirmed After Six Months, This Order Will Continue to Be in Operation, And the Probation Period Will Stand Extended Automatically till Further Notice. In Case It Is Considered That You Are Not Suitable Your Promotion Either May Extend for A Further Period Of 1 Year or Get Terminates at Any Time Without Any Notice.

6. **Leave**

Note: - You Paid Leave Approved to Yearly **VOLUNTARY LEAVE 36 + HOLI LEAVE 06 DAYS** Only.

7. **Travel**

Whenever You Are Required to Undertake Travel on Company Work, You Will Be Reimbursed Travel Expenses as Per Company Rules.

8. **Responsibilities**

In View of Your Office, You Must Effectively Perform to Ensure Results. Your Performance Would Be Reviewed as Per the Company's Performance Management System. During The Employment You Bill Use the Property / Machines / Tools Instruments Etc. Of The Organization with At Most Care. You Shall Be Responsible for Their Safe Keeping and Return in Good Condition.

9. **Retirement Age**

You Will Retire on Attaining the Age of Superannuation, Which Shall Be 50 Years Unless You Are Otherwise Disqualified Due to Continued Ill Health, Physical or Mental Disability.

✓ Jagdev Kumar

10. Notice Period

While On Probation, This Appointment May Be Terminated by Either Side by Giving Seven Days' Notice, Or Seven Days Salary In Lieu Of Notice Period. On Confirmation, This Appointment May Be Terminated By Either Side By Giving One Months' Notice Or One Months' Salary In Lieu Of Notice Period Hold You Resign After Confirmation, The Company Will Have The Option To Accept Your Resignation Either With Immediate Effect, And Pay You Three Months' Salary In Lieu Of Notice Period Or Accept It Effective Any Day Up To The End Of The Notice Period And Pay You Salary For The Remaining Period From The Acceptance Of Resignation Till The End Of The Notice Period.

11. Transfer

During Your Employment, The Organization May at Any Time, In Its Sole Discretion, Transfer or Depute You to Any Zone/Site/Department or Any Project, The Same Organization Anywhere in India.

12. Other Work

Your Position with The Company Calls for Whole Time Employment and You Will Devote Yourself Exclusively to The Business of The Company. You Will Not Take Up Any Other Work for Remuneration (Part Time or Otherwise) Or Work on Advisory Capacity or Be Interested Directly or Indirectly (Except as Shareholder or Debenture Holder) In Any Other Trade or Business During Your Employment with The Company, Without Written Permission from The Company.

13. Conflict Of Interest

You Will Not Seek Full Time or Part Time Job or Be Involved in Any Way with Competitor's Business Activities Either Directly or Indirectly During Your Employment with The Company, And for A Period Of 12 Months in The Event of Cessation of Your Employment with The Company.

14. Confidential Information

You Will Not, At Any Time, Without the Consent of The Company Disclose or Divulge or Make Public Except Under Legal Obligation, Any Information Regarding Company's Affairs of Administration or Research Carried Out, Whether the Same May Be Confided to You or Become Known to You, In the Course of Your Service or Otherwise.

15. Contract/Bond with Previous Employers.

It Will Be Your Personal Responsibility to Discharge All Obligations Arising Out of Any Contractor Bond with Previous Employers.

16. On Termination

On Termination of This Contract, You Will Immediately Give Up to The Company All Correspondence, Specifications, Formulae, Books, Documents, Market Data, Cost Data, Literature, Drawings, Effect or Records, Etc. Belonging To the Company or Relating to Its Business and Shall Not Make or Retain Any Copies of These Items. During The Tenure Of Your Employment If It Is Found That The Information Furnished By You, Regarding Your Age, Educational Qualification And Previous Experience Is False Then Your Services Will Be Terminated Without Any Notice After Confirmation , Either Party Can Terminate Service By Giving One Months' Notice Or Salary In Thereof Without Assigning Any Reasons The Event Of Any Dispute And / Or Difference Arising In Connection With This Appointment The Matter Shall Be Referred To Courts Of Appropriate Jurisdiction Only In Bihar.

I Accept the Above Terms and Conditions of My Offer of Appointment with The Organization, I Shall Join Duty On - 14 / 02 / 2024.

✓ जगदीश कुमार

Signature – Jagdev Kumar

We welcome you to the Gokul Vasudev Construction Pvt Ltd family and trust we will have a long and mutually rewarding association.

Yours faithfully,

Saikat
14/02/24

Project Manager

GOKUL VASUDEV CONSTRUCTION PVT LTD

Saikat Mondal

Add charge Project Manager

Gokul Vasudev Construction Private Limited