

February 24,2021



Ref No:CAN067254

Mr.NIKHIL CHANDRAKANT JADHAV

Moho,Moha Dist Osmanabad,
Osmanabad,
Maharashtra-413507.

Mob No.: 9421192618

Dear **Mr.NIKHIL CHANDRAKANT JADHAV,**

SUB: OFFER AS "TRAINEE-RELATIONSHIP EXECUTIVE"

This is with reference to your application and to the subsequent interview you had with us for the above mentioned post of TRAINEE. In this connection, we are pleased to offer you an opportunity as "**TRAINEE-RELATIONSHIP EXECUTIVE**" in our organization under the following terms and conditions:

1. Your training period will be for duration of one year from your date of joining.
2. Your initial place of posting for the purpose of training will be at our **KALAMB** located at, ABOVE DYANESHWAR CONSTRUCTION & SERVICE,OPPOSITE TO BAJAJ SHOWROOM DHOKI NAKA DHOKI ROAD KALAMB,KALAMB-413507 and this location is subject to change at the sole discretion of management.
3. You will be trained in all functional areas of Lending, Recovery, Credit and Documentation.
4. You will report to your respective Branch Head.
5. During your training period, you will be paid STIPEND and OTHER ALLOWANCES/REIMBURSEMENTS as per Annexure attached.
6. Your training will be for a period of one year from the date of Joining. On successful completion of training, the Company shall offer you employment on probation for a period of 6 months.
7. You shall produce the following mandatory documents on the date of joining.
 - a. Passport Size Photos-4 nos.
 - b. Xerox of Pan card & Aadhaar card(compulsory).
 - c. Copy of Address ID proof.
 - d. Proof of Educational Qualification (Original & Xerox Copy) (Internet copies of the marksheets are not acceptable).
 - e. Relieving & Experience Letter from Current Employer for Experienced Candidates.
 - f. Proof of Current Remuneration.
 - g. Driving License submission is mandatory for operations.
 - h. Cancelled Cheque/Bank Passbook copy for updation of salary bank account details.
 - i. Form 2, Form 11, Employment Form fully filled up (Attached herewith in the Joining Kit).

The above documents are mandatorily to be submitted on the Date of Joining, failing which Date of Joining is liable to be modified as per Statutory Regulations.

8. Please note that this offer is being issued on the particulars of your qualifications, training, experience, age, present or previous remuneration and benefits etc. furnished by you in your bio-data/ application for training in our organization. Should any of the particulars furnished by you be found to be incorrect or not genuine, your training shall be liable to be terminated without any notice or notice pay in lieu of notice period or any terminal benefits.

This offer of training is valid for a period of 15 days only, failing which, your offer stands cancelled & withdrawn automatically.

we would appreciate, if you could send us a confirmation that these terms and conditions are acceptable to you and would join us at the earliest with intimation to **MANSI APTE-SENIOR EXECUTIVE-MANSIAPTE@STFC.IN (7420066612)**.

Please sign and return to us the duplicate copy of this letter as a token of your acceptance of this offer.

Best Wishes,
HR Department

(Accepted)

Disclaimer: Shriram Transport Finance Co.Ltd do not engage any consultants or agencies for recruitments.

** This is a system generated letter & does not require signature.

Shriram Transport Finance Company Limited

HEAD OFFICE: 101-105 Shiv Chambers 1St Floor B Wing Sector 11 C B D Belapur, Navi Mumbai – 400614. Tel: +91 22 4095 7575 / 27580171 | Fax: +91 22 2758 0176.
Registered Office: 14A, South Phase, Industrial Estate, Guindy, Chennai-600 032. Landline: 044 485 24 666 Fax: 044 485 25 666
Website : www.stfc.in | Corporate Identity Number(CIN)-L65191TN1979PLC007874.

ANNEXURE
REMUNERATION DETAILS OF MR.NIKHIL CHANDRAKANT JADHAV
(TRAINEE-RELATIONSHIP EXECUTIVE - OP2T)

S.NO.	COMPONENTS	AMOUNT MONTHLY	AMOUNT YEARLY
1.	CONSOLIDATED STIPEND	3500.00	42000.00
2.	HOUSE RENT ALLOWANCE	1000.00	12000.00
3.	OTHER ALLOWANCE	3335.00	40020.00
4.	TRANSPORT ALLOWANCE	3335.00	40020.00
5.	MINIMUM GUARANTEED INCENTIVE	1000.00	12000.00
	GROSS	12170.00	146040.00
6.	TELEPHONE REIMBURSEMENT	300.00	3600.00
7.	PETROL REIMBURSEMENT	2200.00	26400.00
8.	INSURANCE BENEFITS	250.00	3000.00
9.	PROVIDENT FUND	1340.00	16080.00
10.	BONUS/EXGRATIA	700.00	8400.00
	CTC	16960.00	203520.00

NOTE:

- Item on Sr.No. 1 to 4 shall be paid through payroll.
- Item on Sr.No. 5 shall be paid through payroll and adjusted against your earned incentive, if any.
- Item on Sr.No. 6 shall be paid as Reimbursements.
- Item on Sr.No. 7 shall be paid as reimbursements on production of Two Wheeler R.C along with Driving License.
- Item on Sr.No. 8 shall be towards insurance benefits.
- Item on Sr.No. 9 is company's contribution towards your Provident Fund.
- Item on Sr.No. 10 as and when declared.

HR Department

(Accepted)

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