

13 August 2022

SANAT PATTANAİK  
AT- GODAVARISH CHHATRABAS ( HOSTEL-4)

Dear **SANAT** ,

Subject: **Offer of employment.**

We are pleased to offer you an appointment in our organization as **Unit Sales Manager - Agency** in **Band - VB** and your initial posting will be at location **Mumbai - Thane** in **Agency** vertical.

The proposed remuneration and benefits for the position offered are enclosed.

This offer of employment is subject to:

- A) Verification of the documents / references submitted by you to the Company
- B) Your acceptance of the offer along with the terms and conditions.

In case of acceptance, you are required to join us latest by **17 August 2022** , failing which the offer shall stand withdrawn automatically, unless otherwise communicated to you in writing.

Please sign and return duplicate copy of this letter in token of your acceptance within seven days from the date of offer.

We welcome you and wish you a long and successful career with us.

With Best Wishes,

Yours sincerely,

**For ICICI LOMBARD GENERAL INSURANCE COMPANY LIMITED**

Megha Masurkar

**Chief Manager - Human Resources**

#### **ACKNOWLEDGEMENT**

I have read all the terms and conditions of the offer of employment and would like to confirm my acceptance.

Signature: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Name	SANAT PATTANAİK	
Designation	Unit Sales Manager - Agency	
Band	VB	
Department	Agency	
Location	Mumbai - Thane	
<b>Payroll</b>	<b>Rs. (Per Month)</b>	<b>Rs. (Per Annum)</b>
Base Pay	10,125.00	121,500.00
HRA	5,063.00	60,750.00
Personal Pay	19,211.00	230,526.00
Statutory Bonus	1,400.00	16,800.00
Provident Fund (Employer)	1,215.00	14,580.00
Gratuity	487.00	5,844.00
ESIC (Employer)	0.00	0.00
<b>Gross Fixed Salary</b>	<b>37,500.00</b>	<b>450,000.00</b>
Company contribution towards Provident Fund, Gratuity, ESIC and/or any other statutory benefit is in accordance with the applicable laws from time to time.		
Performance bonus, as per policies and conditions prevalent from time to time.		

**Note:**

- The above mentioned gross fixed salary does not include Mobile and Business travel conveyance expenses as well as Health insurance, Life Insurance and Group (Personal) Accident Insurance (which would be applicable as per the prevalent Scheme of the Company).
- The present designation is subject to change depending upon work assignment from time to time.

- Your compensation can be restructured at any time protecting the gross salary.