

Ref No: 25062

23rd June 2025



OFFER LETTER

Dear **Mr BALAGAM MADHU MAHESH,**

With reference to our earlier discussions with you, we are so pleased to welcome you to become a part of 'TECHSTERS' (LEGAL NAME: HI-TECHSTERS IT SERVICES PRIVATE LIMITED) by offering the role of **Jr.PHP Developer**.

Following is the overview of the crucial information.

Role	Jr.PHP Developer.
Location	Gachibowli, Hyderabad
Reporting Manager	Mr. Naveen Sridhara ,CBO.
Total CTC	INR 2,64,000 (Two Lakhs Sixty Four Thousand only)
Probation Period	3 Months.
Notice Period	2 Months.
Date of Joining	16 th June 2025.

The total CTC is decided to be **INR 2,64,000** with no annual incentives. The compensation structure will be shared with you further. Please be informed that TECHSTERS has considered your experience as relevant and unmanipulated, would be updated in our records. You will also be governed by the rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Reporting Manager.

Your services with the 'TECHSTERS' shall be confirmed after completion of the probation period ("Probation Period"). Your initial term of the Probation Period shall be 3 months and TECHSTERS reserves all rights to extend your Probation Period, at its sole discretion, for two consecutive terms of 2 months each. During or at the end of the Probation Period, your employment may be terminated at any time, without assigning any reasons. Confirmation of your services shall solely depend upon satisfactory performance and conduct during the Probation Period. Candidate Need to work in Techsters for at least 1 year.

Confidentiality Clause:

1. **Confidentiality Agreement:** As a condition of your employment and continuation thereof, you agree to maintain strict breach of confidentiality regarding any and all aspects, including but not limited to salary, bonuses, benefits, and stock options, both during your employment and in any period following termination or resignation.

2. **Non-Disclosure During Notice Period:** You acknowledge and agree that during your notice period, you shall refrain from discussing or disclosing any information related to your compensation package to Collogues. Any violation of this agreement may result in disciplinary action, including termination of employment, and may also result in legal proceedings.

Candidate Signature.

3. **Punitive Measures** :You understand and acknowledge that any breach of confidentiality regarding your compensation package during the notice period may result in legal action against you, including but not limited to claims for damages, injunctive relief, and attorney fees. Furthermore, you agree to indemnify and hold harmless the company from any losses, damages, or liabilities arising from your breach of this agreement.

Acknowledgment of Next Employment:

1. **Disclosure of Next Employment:** You agree to inform the company promptly upon accepting an offer of employment from another employer before your notice period. Failure to disclose such information may be considered a breach of your obligations as an employee and may result in disciplinary action.

2. **Competing Business Restrictions:** You understand and acknowledge any non-compete or non-solicitation agreements that may be in place and agree to abide by their terms, both during your employment and following termination or resignation.

3. **Cooperation:** You agree to cooperate fully with the company during your notice period, including but not limited to assisting with the transition of your responsibilities, providing necessary documentation and information to facilitate a smooth handover, and adhering to company policies and procedures until the end of your employment.

Salary Policy: Those, whose Joining date is before 15th of the month, will be credited with salary in the first week of the upcoming month. Those, whose Joining date is after 15th of the month, will be credited with salary in the first week of the month after the upcoming month.

For Example: If a person joins on 14th of May, Salary credits in between 10th and 15th of June for those 14 days. But if a person joins on 15th of May, Salary credits in between 10th and 15th July for 40 days.

Leave & Vacation: From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Reporting Manager.

Category of leave:

- Sick leave - 12 days
- Casual Leave - 12 days
- Maternity Leave for Female Employees: From the Date of Joining, Women employees will be entitled to Maternity leave as per the Techsters Maternity Leave Policy.
- Paternity Leave for Male Employees: From the Date of Joining, Male employees will be entitled to Paternity leave as per the Techsters Paternal Leave Policy.

Notice Period Requirement:

In the event that you wish to resign from your position, you are required to provide [X] weeks/months written notice to the Company. The notice period will begin on the date the resignation letter is received and accepted.

Submission of Resignation

Resignation must be submitted in writing and delivered to your immediate supervisor and the Human Resources department.

Final Working Day:

Your last working day will be calculated based on the notice period specified above, unless otherwise mutually agreed upon in writing.

Transition and Handover:

During the notice period, you are expected to perform your duties diligently and work towards a smooth transition of your responsibilities. This may include training your successor and completing any outstanding projects."

Company Property Return:

"Before your last working day, you are required to return all company property, including but not limited to, laptops, mobile phones, ID cards, keys, and any other materials belonging to the Company."

Candidate Signature.

Final Settlement:

Your final paycheck will include payment for all work performed up to your last working day. This will be processed in accordance with the Company's payroll schedule, contingent upon the return of all company property and the completion of exit formalities."

Non-compliance Consequences:

"Failure to adhere to the notice period or return company property may result in forfeiture of certain benefits and could impact your final settlement."

Exit Interview:

"You may be requested to participate in an exit interview to provide feedback on your experience with the Company. This interview aims to help us improve our work environment and employee experience."

No leaves or permissions are granted while serving **NOTICE PERIOD.**

Please note:

- This employment is subjective to the satisfactory Background Checks.
- Pre-Joining, TECHSTERS may request you to provide necessary documents as evidence. Please be prepared to provide.

This offer has been made to you in good faith after expending significant time and resources of TECHSTERS in the hiring process. We hope you will join us and Your formal commitment to joining us forms the basis of further planning on your roles and responsibilities. If you renege on the commitment and decide not to join us after signing the offer letter, we reserve the right to not consider you for future career opportunities in the company.

We look forward to welcoming you to Techsters . Should you have any further questions or clarifications, please feel free to call: +91-88855-26751.

Yours sincerely,

For Hi-Techsters IT Services Pvt. Ltd.



SAIKRISHNA JAVVAJI
Founder, CEO

Candidate Signature.

