

Dated: [November 11, 2016](#)

## **OFFER LETTER**

To,  
[Mounika Dacharla](#)  
Roll No: [N110828](#)

!! Congratulations !! With reference to your application and subsequent discussions, we are pleased to offer you an appointment in our organization as:

Designation: "[Associate Software Engineer](#)" (Designation might change based on your performance after initial 3 months training – will put you into best suitable technology / role)

Your annual salary CTC (cost to company) would be [3.50](#) LPA. The break up details shall be made available with the appointment letter on your joining date.

Your place of work will be Alacriti Infosystems Pvt. Ltd., 8<sup>th</sup> floor, melange towers, patrika nagar, madhapur, Hyderabad – 500 081. Your services, based on job requirement, may however be transferred to any of our other office/location whether in existence or planned in the future, within India or abroad.

You will be under a probationary period for 6 months, during which your performance will be regularly reviewed. A detailed appointment letter outlining the terms and conditions of your appointment will be issued upon your joining.

You are required to join the company on or before [6<sup>th</sup> January 2017](#). If this presents any concern/s, please let us know at your earliest convenience on [hr.india@alacriti.com](mailto:hr.india@alacriti.com) (or) contact me on below number.

We look forward to your acceptance of this offer and to a mutually beneficial enduring relationship. I request that you sign a copy of this letter and return it.

On date of join, you are required to produce the following document copies: Identification document (ID proof), Address proof, Original marks sheet from SSC till highest education (if available by then), copy of PAN card (apply now, if you did not have PAN), 4 passport size photographs.

With Best Wishes

*(This is a computer generated offer letter and hence no signature required right now)*

Alacriti Infosystems Pvt. Ltd.,  
Jagadish Babu Ch  
HR Manager  
+91 40 4261 7111