

# Pratham Education Foundation

Kurla Office : 20 F, Kamgar Nagar, CHSL, S. G. Barve Marg, Kurla (East) Mumbai - 400 024  
Phone Number : +91-9136484001 / 9136484004.



## OFFER LETTER FOR APPOINTMENT

To,  
Ms. Hricha Chauhan,

We are pleased to offer you the position of a Trainer, in Pratham Education Foundation, for Healthcare Program, Raipur, Chhattisgarh from 1<sup>st</sup> April, 2023.

Below are the details of the offer:

Your Gross Emoluments shall be Rs.14900/-per month [Rs.Fourteen Thousand Nine hundred only] with Cost to Company amounting to Rs.17172/-. This amount is inclusive of your travel in the district allocated to you. However, all official travel and stay costs related to official work outside of your work district shall be borne by PEF (based on actual expenditure as per organisation's guidelines). Mandatory deductions as per the law towards contribution for Provident Fund, ESI, Professional Tax etc., will be made from your Gross Salary.

This offer with the organisation is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You shall be on probation for a period of 3 [three] months starting from your joining date. During this period, if we find that a mutual fit doesn't exist between your skills/ interests and the organisation, we may ask you to discontinue the employment or you may discontinue by your own will, by giving 2 weeks' written notice. After the probation period, the minimum notice period shall be one month for both the parties. In case, of violations of the Pratham Policy against Fraud or the Policy for Prevention of Sexual Harassment at Workplace, the minimum notice period shall not apply.

You shall be responsible for all the functions of a Trainer. You may also be assigned additional tasks by your supervisor from time to time as needed. Please confirm the acceptance, as this offer is subject to your confirmation by 30/03/2023.

We look forward to having you on board.

Yours Sincerely,

For Pratham Education Foundation

*Jagruati Raval.*  
Jagruati Mahendra Raval



HR Lead, Skilling Program

Issue date: 30/03/2023

I accept the terms and conditions laid down in this Offer Letter.....