

Ref No.: FL/OFFER/HR/25/017

9th October 2025

Mr. PRADEEP BIRUA

Sub: Offer Letter

This refers to the interest shown by you in pursuing a career with FitLeap. We are pleased to offer you a position in our organization as a **Physical Education Facilitator** with a monthly salary of Rs. 16000/- (Sixteen Thousand Rupees Only) in the year 2025-2026 – Your candidature depends on your performance, 1st month will be your trial period and thereafter initial 3 months will be your probation period (Salary might increase according to your performance). If your performance meets our basic requirements we will definitely continue for the whole academic year.

- *Food and Accommodation will be provided.*
- *Resignation Process – You have to serve 1 month of notice period after applying for resignation. In this period you are not eligible for any leave. If notice period is not served or abscond from work then 1 month salary will be deducted.*

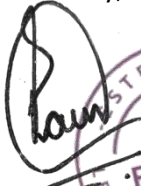
If any material information comes to the company, which impacts the premise, based on which the candidate has been selected, the offer can be withdrawn – before or after joining;

All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such. Any tax liability arising out of your compensation should be borne by you as per the applicable personal taxation laws.

We request you to confirm your acceptance of this offer of employment by duly signing and returning us the duplicate copy by 12th October 2025. This offer is valid till 12th of October 2025 (Reporting Date is 13th of October 2025 at 06:55 am). I would like to take this opportunity to welcome you into FitLeap and wish a successful career with us.

Please refer to the Annexure attached for the documents to be submitted at the time of joining.

Sincerely,



PAYEL P.
CEO - Head of Operations
FitLeap Physical Education Pvt Ltd.

FITLEAP PHYSICAL EDUCATION PVT. LTD.

BABU RABI

Director

FitLeap Physical Education Pvt Ltd.

Annexure-I

- 1) Accepted resignation Letter.
- 2) Experience certificate and relieving letter.
- 3) 6 passport size photographs for salary account and internal use.
- 4) Photocopies of academic marks sheets and certificates.
- 5) Xerox copy of Identity proof (PAN card/ Aadhar card/ Passport/ Bank pass book, Ration card, Voter IDcard)
- 6) Xerox copy of Address proof (Aadhar card/ Passport/ Bank pass book, Ration card, Voter ID card)

Note

Your candidature is totally based on your performance and accordingly your salary will be affected. If the school authority is not satisfied with your performance strict actions will be taken. You and your performance will be monitored regularly. FitLeap holds the right to terminate anytime if your performance is not up to the mark.

- No work-no pay basis.
- You will be directly terminated without any remuneration if found using any alcohol, drug, etc.

To help Female Coach from various issues we have few rules for every coach of our organization that you also have to follow –

- 1) You should not reveal your identity to anyone in the school. Coach Number will be given to you and that will be your identity for the whole academic year.
- 2) Other important instructions will be given to you that you need to follow for smooth operation of our program in the school.
- 3) Mobile usage is strictly prohibited during working hours.
- 4) Wearing FitLeap Jersey is Mandatory (Even if it's dirty)
- 5) Reporting Time for school depends upon school timing
- 6) You should not go to your room (accommodation) during working hours. 7pm will be the last in time. If found out of the campus after the mentioned timing then Loss of Pay will be imposed.
- 7) FitLeap Management decision is final and you should follow all the rules and regulations of the organization.

You should use only 2 Languages in school – **English & Hindi**.
Using any other language in the school can lead to your employment termination.