

Teddy

Meena Dhanasekaran



Emp. Code : 4411

D.O.J. : Aug 20, 2018

Blood Group : O+ve

Res. Addr. :

24/36 Nainiappan Street,
Chintadripet,
Chennai-600 002

M: +91 98843 16053



annet

melius cotidie

No 66 & 67, Gowdia Mutt Road, Royapettah, Chennai
600014, India.

T: +91 44 2835 5390/91

TAG-TMP-HR-AL

20th August, 2018

Ms.Meena Dhanasekaran
24/36, Nainiappan Street,
Chintadripet, Chennai - 002

Dear Meena,

We have pleasure in employing you in our organization. Your designation will be of a **Trainee** in the **Business Process Management** department, effective **20th August, 2018** under the following terms and conditions.

- You will be on probation for a period of 6 months, during which time the Management reserves the right to terminate your employment without notice.
- Your appointment is subject to clearance of your background verification which will be conducted by an authorized external agency.
- Your confirmation will be subject to satisfactory performance during the probationary period.
- Your annual compensation package shall subject to all applicable taxes and withholding.
- All material produced (software, graphical work, etc.) created while under employment with us is deemed proprietary property of Annet Technologies and / or associated entities of The Annet Group. You are not to disclose, solicit or pass on any information/work produced that you may have had access to during your tenure with us.

"Confidential Information" means information or material that is commercially valuable to Company and its Client and not generally known or readily ascertainable in the industry. This includes, but is not limited to:

- a) technical information concerning Company and its Clients products and services, including product know-how, formulas, designs, diagrams, software code, test results, business processes, inventions, research projects and product development, technical memoranda and correspondence;
- b) information concerning Company and its Clients business, including cost information, profits, sales information, accounting and unpublished financial information, business plans, markets and marketing methods, customer lists and customer information, purchasing techniques, supplier lists and supplier information and advertising strategies;
- c) information concerning employees & employee related data, including salaries, strengths, weaknesses, skills & company related information including internal policies, processes & procedures.

Version: 1