ICFAI University
Jaipur
Established under the provisions of the ICFAI University, Jaipur Act 2011 (Act No. 26 of 2011)

# Offer Letter

*Ref No: Offer/HR/IUJ/24/13481* *January 25, 2024*

Ms Priyanka Kunal Ahuja
Flat M 1131, Block 8
Vrinda Gardens
Jagatpura
Jaipur- 302017
Ph. 9799327344

Dear Ms Priyanka Kunal Ahuja,

Referring to your application and subsequent interview you had with us, we are pleased to inform that you have been selected as Deputy Manager (Corporate Relations) at The ICFAI University - Jaipur. Your remuneration details are enclosed as Annexure - 1

A detailed appointment letter with all other terms and conditions, which were discussed and mutually agreed upon, of this employment will be issued to you on the day of your joining. You are requested to join on or before February 09 2024.

Employee remuneration in the Annexure – 1 is considered confidential in this organization. Hence, you are requested NOT to share the details with anybody in the organization, even at the time of joining.

Please send your consent through a reply email.

Yours Sincerely,

25/01

**Director – CHRD**

*Annexure – 1*

| | |
|---|---|
| Name | Ms Priyanka Kunal Ahuja |
| Designation | Deputy Manager<br>(Corporate Relations) |
| Scale | 008 |

| **Monthly Remuneration** | |
|---|---|
| **Pay Component** | **(Rs)** |
| Basic | 38,130 |
| House Rent Allowance (HRA) | 7,626 |
| Special Allowance | 13,346 |
| Conveyance | 3,500 |
| **Gross:** | **62,602** |
| **Statutory:** | |
| PF (as per EPF Act) | 1,800 |
| Gratuity (as per Gratuity Act) | 1,833 |
| | |
| **Perks:** | |
| LTA[#] (one Basic in two years) | 1,589 |
| Leave Encashment[#] (max of 15 days a year) | 1,589 |
| **Total Cost To Company (CTC):** | **69,413*** |

[#] *Eligible from the date of your confirmation.*
* *In addition to the above, you can avail mediclaim facility as per the organisation policy with 50% premium subsidy by the Employer.*

25/01

**Signature of the Employee** **Director, CHRD**