Tiles inspired by desire.

CIN NO. : U26933RJ2013PTC042741

Mr. **LEELA RAM SAINI**
Address: S/O Shri. J.K. Kataria,
Patwr Gali, Pathar Mandi, W. No. 13,
PO-REENGUS – 332404,
Dist.- Sikar (Raj.)
Mobile: 7014987789.

Date: 18 Oct., 2022.

LETTER OF APPOINTMENT:

Dear **LEELA RAM SAINI**,

I am writing to confirm our offer of Employment to you with **Rajasthan Digital Tiles Pvt Ltd** in the position of **MANAGER-ACCOUNTS/COMMERCE,** which will include responsibility of Accounts & Commerce, like GSTR, Day to Day Accounts, Compliances, Procurement & Purchase of Raw and Other Store's Material or Management, of the plant subject to your acceptance of this letter and it's conditions will operate from date of your physically joining the company.

1. **Commencement** : **Not Latter then 18th Oct., 2022**
2. **Remuneration** : Your monthly Remuneration will be Rs 57,000/-(Rupees) per month. Income tax or any other statutory deductions will be done by company end. For the tax benefits /minimal deduction of taxes you need to provide required documents to the accounts department from time
3. **Notice of Termination** : after confirmation, either party, by stating their intonation to do so, in writing may terminate this employment at anytime, provided that at least 1 month's notice or salary in lieu thereof is given.
4. **Hours of working** : You will observe such hours of work, weekly or other holidays, as may be observed by the concern in which you are placed from time to time.
5. **Retirement Age** : 58 Years.
6. **Other terms & Condition:**
   - You will not at any time hereafter without the consent in writing of the company except under legal process, divulge or make public any matters relating to company's transaction or dealings which are of confidential character.
   - You will be true and faithful to the company in all your accounts, dealings and transactions whatsoever, in and relating to the business of the company and shall at all times when required render a true and just account thereof to the company or to such persons as shall be authorized to receive the same.
   - You will not, during the continuance of your employment, without the consent in writing of the company be employed of interested directly or

For Rajasthan Digital Tiles Pvt. Ltd.
Director
18/10/22

RAJASTHAN DIGITAL TILES PVT. LTD.
Office : E-172A, Ramesh Marg, C Scheme, Jaipur - 302 001 (Rajasthan) INDIA Tel : +91 141 5102901
Factory : Village-Lakhni, Teh. Khandela, Distt. Sikar, N.H. - 11, Sikar Road, Ringus - 332 409 (Rajasthan) INDIA
e-mail : info@rajasthandigitaltiles.com web : www.aceceramic.com

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indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of your time and attention to you duties.

- You will obtain from your present employer a letter containing and unqualified acceptance of your resignation from this service of his unqualified agreement to discharge you from his service and you will file such records before joining your duty with us.
- Other terms and conditions of service will be those applications to other executive member of this company from time to time. Your services are transferable.
- You will observe all the reporting norm of the company as applicable in your grade from time to time and will not undertake tours without pre approved tour plan received by you from super
- All disputes are subject to Jaipur Jurisdiction
- It should be understood that our offer of employment will be subject to your being declared medically fir by the company's doctor.
- I am sure that in joining our team, you share our commitment in providing the best material to our dealers/clients. For this to be achieved, your ideas, suggestions and initiative are encouraged as we strive to improve the way we work. Also, our working ethics revolve around taking responsibility for decisions, pride in our work, sharing our knowledge and expertise with others and a willingness to contribute to the resolution of issues collaboratively.

Should you have any queries about this letter or any of its terms, please address them to the undersigned.

If the terms of this letter are acceptable to you, please confirm your formal acceptance of appointment by signing and returning one copy of the letter.

We hope that this will be the beginning of a mutually satisfactory association between us.

Your faithfully,

(Accepted)

For Rajasthan Digital Tiles Pvt. Ltd.

For Rajasthan Digital Tiles Pvt. Ltd.

18-10-22

Director

Authorized Signatory

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