Ref: ISB/HR/Rec/Jul-2025/5317
Date: 31-07-2025

Yogendra Malviya

Dear **Yogendra Malviya,**

I am pleased to inform you that all of us at ISB who have interacted with you feel that you have a unique opportunity for a successful career with the Indian School of Business and offer you an appointment on fixed tenure basis up to **31-08-2026** commencing from the date of your joining. You will be designated as **Professional Assistant** in **Band FT (Fixed Tenure)** with **Learning Resource Centre** Department reporting to **Vijaya Joda.** You shall be operating from our **Hyderabad, Telangana, India** campus.

1. Compensation and terms of employment

Your annual gross salary will be **Rs. 3,96,000 (Three Lakh Ninety Six Thousand Indian Rupees only)** the details of which are attached herewith in Annexure-A and your services will be governed by terms and conditions referred in Annexure-B.

2. Probation and Review

i) You shall undergo a 90 Day(s) probation period, starting from your date of joining. Continuity of employment after probation is not automatically guaranteed and your services will be confirmed, basis the performance review conducted at the end of 90 Day(s) probation period and basis reporting manager's recommendation.

3. Background Verification Process

This offer is subject to receiving all positive reports basis the background verification and employment/references checks to be conducted by ISB through the background verification vendor.

4. Acknowledgement

- Please share your acceptance by clicking on the “Accept” button.

Note: Please note by clicking on the Accept button, you are agreeing to the terms and conditions specified in Annexure A & B of this offer letter. Request you to please read the same prior to sharing your acceptance.

5. Commencement of employment

You are requested to join on or before **01-09-2025** and in case you are unable to do so this offer lapses thereafter unless the date is extended by us and communicated to you in writing.

You are requested to report to the Human Resources Department by 9.00 am to complete the joining formalities. In case of any further queries, please communicate on email**: talent_acquistion@isb.edu**.

We welcome you to ISB and look forward to a long and mutually beneficial association.

For Indian School of Business



Sahil Bansal
Associate Director – Human Resources

Encl: Annexure-A (Salary Structure), Annexure-B (Terms & Conditions of Employment), Annexure-C (Check list)