

Offer Letter

To  
**Ms. Neha Rani,**  
**Himachal Pradesh**  
**Congratulations....!**

Date: 02-July-24

With reference to your application & subsequent interviews you had with us, we have selected you as "Technician" in the department of "Pathology" Based out of our Centre at "Nahan"

A Copy of your CTC Break-up is provided in **Annexure-I**. You are requested to join on or before **04-July-2024**.

The formal Letter of Appointment will be issued upon joining the organization. You are required to submit photocopies of all education/experience certificates & testimonials at the time of joining which is mentioned in **Annexure -II**.

You will be on probation for a period of Twelve Months. During the probation either party can terminate the employment with One month's notice or pay in lieu of the same and post confirmation either party can terminate the employment with Two months' notice or pay in lieu of the same.

You will have to submit a Medical Fitness certificate from a Doctor with minimum MBBS Qualification for performing your job as per **Annexure-III**. You will also have to submit a self-declaration that, you have not had any major illness/surgery in the past. Offer will be valid subject to medical fitness.

Kindly note that, your compensation is private and confidential and you are advised to treat it so.

This offer will be valid subject to submission of acknowledgement copy of your resignation letter from the current company within seven days from the date of this letter, if any;

Kindly return the duplicate copy duly signed as a token of your acceptance of this letter.

We request you to fill this Google form on the date of joining <https://forms.gle/n9PfbdFLWNTWFW5o6>

For, **KRSNAA DIAGNOSTICS LTD.**

*Nahan L.S*

Authorized Signatory

Accepted:

Name:

*Neha Rani*

Neha Rani

TO (Personal File Doc)

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Annexure - I

Krynaa Diagnostics Ltd

Plot No. 57, Patnamagar, Near Patherchand Jain School,  
Chinchwad, Pune-411 013 (India)

Employee Name : Ms. Neha Rani  
Designation : Technician  
Department : Pathology  
Location : Nahan  
Date of Joining : 04-July-2024

Description	Amount (INR)
Basic - VDA	10000
HPA	233
Transport Allow.	0
Child Education Allow.	0
Other Allow.	0
Bonus (D)	0
Monthly Gross Salary (A)	12646
Performance Pay (B)	1047
Employee's Deduction	1300
Provident Fund @ 12%	95
ESIC @ 0.75%	0
PT	0
Mediclaim	0
Total Employee's Deduction (C)	1494
Employer's Contribution	
Employer PF Contribution @ 13%	1412
Employer ESIC Contribution @ 3.25%	411
Gratuity @ 4.31%	525
Total Employer's Contribution (E)	2354
Monthly CTC (A+B+E)	15000
Monthly Net Payable (A+B-C)	11242

Note: Gratuity will be paid as per the Payment of Gratuity Act-1972  
Performance pay is based on KRA & KPI's ratings  
The net take home salary may differ as per the changes in Statutory components

Training & Placement Cell  
Swami Rama Himalayan University  
Dehradun (Uttarakhand)

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AGNOSTICS PARTN

Annexure - II

**Proof of Education**

SSLC (+10) Marks Card

Secondary School (+2) Marks Card

Graduation / Post Graduation Convocation / Marks Cards / Convocation Certificate

Other Professional Qualifications if any

Medical Council / Nursing Council Registration certificate

**Proof of Previous Employments**

1. Experience certificate of previous employments

2. Last three months' payslips

**Other Requirements**

1. Aadhar Card - mandatory

2. Passport size photograph with Blue Background - 4

3. PAN Card

4. UAN Number and ESI Number of Previous Employment (Not Applicable for Fresher)

5. Cancelled cheque leave with the name printed on it / Copy of Bank passbook with Photo and the details of A/c No, IFSC Code, Branch Name, etc mentioned on it.

**Annexure - III**

**Pre-Employment Health Check-Up**  
(If obtained within 15 days prior to the date of joining will be considered)

1	Blood Grouping
2	Fitness certificate from Physician (From a Physician with Minimum MBBS Degree)