

12/11/2020

Offer Letter

Mr. Nitin Satish More
At: Bhakashkheda
Po: Karadkhel, Tal : Udgir
Latur - 413517
Maharashtra

Dear Nitin,

We are delighted to offer you the position of **Trainee - A I** in our **Quality, Formulation** team at Cipla based in **Indore, Unit-4**.
You will be assigned a role of " Junior Team Member - QC"

Post your interactions with our leaders at Cipla, we believe that you have the qualifications for a great career with us. At Cipla, we are committed towards **Caring for Life**. By joining Cipla you will be assured of working with fine individuals in an excellence focused and innovation driven environment.

The complete break up of your current cost to company is attached in Annexure A of this letter. *You shall also be entitled to various benefits of the Company as applicable including Leave, Health Insurance, Travel expenses etc.*

This offer is subject to you clearing the medical examination and reference check successfully.

Kindly confirm your acceptance in the next 3 days. You are expected to join us on or before 23/11/2020.

We welcome you to Cipla family!

For Cipla Ltd



Anjali Yadav
Head : Talent Acquisition

Annexure A

Name: Nitin Satish More	Designation: Trainee
Division: Quality	Department: Formulation
Region: Indore	Location: Unit-4

COMPONENTS	PER MONTH(RS)	PER ANNUM(RS)
BASIC	8000	96000
HOUSE RENT ALLOWANCE	2100	25200
CONVEYANCE ALLOWANCE	1300	15600
FOOD ALLOWANCE	600	7200
ADDITIONAL ALLOWANCE	2500	30000
RLA	0	0
FIXED SALARY RETIRALS (TOTAL A)	14500	174000
PF	1488	17856
EXGRATIA / BONUS	700	8400
FIXED SALARY INCLUDING RETIRALS (TOTAL B)	16688	200256

In addition to the above you will get the following:

- Hospitalization benefits for self, spouse and 2 dependent children
- Group Life Insurance for Self
- Mobile Reimbursement as per approved limits
- Gratuity as per law

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