



# SHRI HARI FINANCE PVT. LTD.

Deals In : All Type of Home Loan, Business Loan, Personal Loan,  
Property Loan, Pay Slip / ITR Loan, Loan Against Property, Mahila Group Loan

Branch Office : 101 To 204, First & Second Floor, Near Rajpura Bypass, Bhadohi, U.P.-221401

Head Office : House No. 543, Lendra Park, Ramdaspath, Nagpur Nagar, MH-44015

## Letter of Appointment

Date : 17/04/2024

Employee Name	Mr. Amarjeet Yadav
Father Name	Shivbachan yadav
Employee Designation	Field officer
Employee Address	Jhangirapur nagra ballia uttar pradesh
Employee Mobile	7379492066
Generated Date	17/04/2024
Letter Subject	Letter of Appointment



Dear Mr. Amarjeet Yadav

We are pleased to appoint you in our organization as "**FIELD OFFICER**", Grade:**Shree Hari Finance Pvt. Ltd.** ,w.e.f. **17/04/2024** on the following terms &conditions:

### Annual Compensation

You will be paid a fixed stipend On SALARY Basis Rs. 28500/-PER MONTH After Deduction (P.F & ESI) Your salary will be Rs. 25500 /-PER MONTH. Your Monthly target will be 6 to 8 Files with (2 % of the incentive of loan amount after disbursement) and T.A & D.A Rs. 6000/- subjects to deductions as per govt. rules and any other Govt. taxes and Levis as may be applicable.

**TARGET:-6 TO 8 FILES COMPLETE IN ONE MONTH**

### Location:

Your initial place of posting will be at **Ballia** However, the organization reserves the right to transfer you at any other Officel Branch, Subsidiary or Associate Company of the organization, in India that is in existence or may come in to existence at a future date. Ony our transfer you will be governed by the Company's rule applicable to the establishment to which you are posted.

### Duties and Responsibilities:

- The company will expect you to work with a high standard of integrity, initiative, efficiency and economy.
- You will devote your entire time and attention to the work of the Company and will not undertake any direct in direct business or work, honorary or remunerative expect with the written permission of the management in each case. Contravention of this will lead to the termination of your service without any notice or any compensation in lieu of such notice.
- You shall not seek membership of any local or public bodies without obtaining written permission from management

d) You shall neither divulge nor disclose to any authorized' person during the period of your service or even now-how, security arrangements, administrative and/or organization matters of a confidential/secret nature, which may be your privilege to know by virtue of your being the company's employee.

e) You shall keep confidential all the information and material provided to you by the company or by its clients concerning their affairs, in order to enable to company to perform the service. This also includes such information as is already known which also you will not release, use or disclose expect with the prior written permission of the company. Your obligation to keep such information confidential shall remain even after termination after cancellation of this employment

### **Probationary Period:**

Your appointment shall be for a period of six month on probation, at the end of which the decision will be taken by the organization to extent terminate your tenure; the extension if permissible will be at the same salary unless otherwise specified. The decision of the company so taken shall be binding on you. It may be clearly noted that the company will need at least 15 days salary in lieu thereof, in case you wish to leave the company during the tenure of notice period. However, the company reserves the right to terminate your services by giving you a 24 hours notice.

### **Secrecy:**

You will be required to act in the best interest of the organization at all times. You shall not discuss, divulge, or make public to any person or third party at any time during your services with the organization or there after any information, truncation, secrets relating to business of the Company, which may come within your possession in the course of work

### **Alternate Employment:**

During the period of service with the organization you will not accept or perform any part-time or other work for remuneration without obtaining prior sanction from the organization.

### **Least:**

In case of any leave taken under unforeseen circumstances, for which prior approval was not taken /obtained immediate information will be required to be sent. In case if you fail to do so, management will have the right to take action against you as per company's rule

### **Increment:**

Your increment and future prospects in the company shall entirely depend on your Appraisal. Appraisal depends on efficiency, hard work, and regularity in attendance, sincerity, good conduct, Company's performance and such other relevant factors as adjudged by the management.

### **Reference Checks:**

Your appointment will be subject to the organization receiving satisfactory references, Please furnish the name of the references, who have supervised you in a professional capacity at some stage in your professional career. Notwithstanding anything contained in the above paragraphs, your services may be terminated by the organization if you are found to be indulging in a cut of Commission / Omission which may be prejudicial to the interest of the organization, or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

## Past Records:

If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such case you will be liable to removal from without any notice.

## Consequence of breach of terms:

Notwithstanding anything contained in this letter, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your service forthwith without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the company. However, no notice would be required to be given by the management in case the employee has concealed/suppressed information or is found guilty of gross misconduct, fraud, misappropriation or acting against the interest of the office.

## General:

You are required to submit the following documents, if you have not submitted the same earlier:

- Certification in support of your education, experience,
- Two copies of your recent passport size colored photographs.
- Two copies of post card size colored photographs, if entitled for E.S.I. benefit.
- Relieving letter from your last employer in case you were reemployed.

## Relieving:

In case of leaving the company, you will return to the company all papers/documents or any other item belonging to the company.

## Change of Address:

Any change in your status of residential address should be notified in writing to the company. We welcome you to **Shree Hari Finance Pvt. Ltd.** and look forward to having a long and mutually beneficial association with you.

## Terms:

I have read and understood the above terms and conditions of the appointment letter and hereby give my acceptance of the same. Working under in:

Name: Vandna sharma

Mobile: 9599317857

Signature \_\_\_\_\_

Name \_\_\_\_\_



SIGNATURE & THUMB IMPRESSION PAGE-3



info@shriharifinance.in



Helpline Number  
+91 9873391781  
+91 9540980659



New Apply Number  
+91 9953187038  
+91 8447724983



www.shriharifinance.in