

13-Jan-2016

APPOINTMENT LETTER

Deepak

Resident

Ranoda

SAHARANPUR

JUTTAR PRADESH

Dear Deepak,

With reference to your application for employment and the subsequent interviews you had with us. The Management is pleased to appoint you in the role of **Customer Relationship Executive Collections (CREC)** with us at our **Bohat Office, Saharanpur**. You would be designated as **Officer**. You are requested to join us on or before **13-Jan-2016**.

Your employment will be governed by the following terms and conditions which may be amended /altered as per the policy of the company from time to time.

1. You will be entitled to a **Total Fixed Pay of Rs.130000.00/- per annum (Rupees One Lakh Thirty Thousand)** as discussed and agreed, your detailed compensation package would be as per **Annexure I & II**.

2. You will be liable to pay the amount of Rs. 1000/- per month as a part of your proof of pan application (application acknowledgement copy), which will be deducted from your salary each month. And will continue to be deducted till the time the pan card is received.

3. You will also be eligible for a performance bonus as per the Janalakshmi Bonus Policy (JBP). The details are in **Annexure III**.

4. You will also be eligible for a COLA - Cost of Living Allowance (if applicable). The details are in **Annexure IV**.

5. You will be required to work with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.

6. You will be on probation for a period of 6 months from the date of appointment, on the expiry of which period you will be retained in your post provided your work and conduct are found to be satisfactory. The company has the right to extend your probation period basis performance. You shall continue to be on probation unless confirmed in writing by the management.

7. On probation, the period of notice required for cessation of employment is 15 days on either side. In case of unsatisfactory work or conduct during the probationary period, your services are liable to be terminated any time without notice or without assigning any reasons there to. In case of confirmed employee the period of notice required for resignation would be one month on either side.

8. If an employee fails to give notice, the Company has the right to withhold Payment due to the employee up to a maximum extent equal to the employee's fixed pay for the period of notice. The management reserves the right to waive the notice period in case of resignation depending on the merit of the individual case or may insist for a notice period in lieu of salary as the case may be. However, no compensation is payable to you if termination / resignation made due to unsatisfactory work or conduct.

9. Your appointment is subject to transfer to any Jana Centers/offices of Janalakshmi Financial Services Limited or Group Company wherever India.

Deepak

Annexure I

Name: Deepak

Job Role: Customer Relationship Executive Collections (CREC)

Designation: Officer

Function: Retail Financial Services

Benefit Band: 4

Career Level: Junior Management (JM)


Salary Grade: 13

Component	Yearly value	Monthly value
Basic	78,000	6,500
Statutory Bonus	3,504	292
Special Allowance	39,136	3,261
Gross Salary	1,20,640	10,053
Provident Fund	9,360	780
Total Fixed Pay	1,30,000	10,833

PLEASE NOTE:

1. Under Special Allowance Component, you can claim certain Tax exempt reimbursement & allowances up to certain limit as per company FBP (Flexible Benefit Plan) Policy. The details are in **Annexure II** (applicable on Total Fixed Pay of 2.4 LPA and above only).
2. PF @12% shall be deducted from your basic salary towards your contribution to provident fund and pension fund
3. TDS as applicable shall be deducted as per income tax rules
4. Professional tax as applicable shall be deducted month on month
5. It is mandatory to provide pan card or proof of pan application (application acknowledgement copy).
Minimum 20% tax shall be deducted in absence of pan no. And will continue to be deducted till the time the pan card is submitted
6. Performance bonus / variable pay is payable based on your performance (100% at the performance rating of 3 on a scale of 1 to 5) and company's performance and as per incentive scheme of the company in force.
7. You shall be covered under group mediclaim insurance and group personal accident insurance policy of the company

For JANALAKSHMI FINANCIAL SERVICES LIMITED,


Tushar Sethi

Head - Talent Acquisition

Deepak

J JANA SMALL FINANCE BANK

Hello,
Deepak Kumar

**My Resignation | Final Approval
Intimation| APPROVED**

This email is further to your Resignation Letter, Your resignation request has been Approved.

Please login to
<https://app39.workline.hr> to view
the details.

Regards,
Team HR, JSFB

Deepak

Deepak kumar

Mob. No. 8859782098

Emil id: deepak.randol1@gmail.com

Address: Village Randol, post Randol distt Saharanpur Uttar Pardesh pin code 247120

PROFESSIONAL SKILLS:

- Good communication.
- Ability to work under pressure
- Decision making.
- Time management.
- Self-motivation and leadership skills.

EXPERIENCE:

1 years' Experience

- 1 Year experience collection
- 3.6 month experience recovery in janasmall finance bank
- Customer Relationship Manager (Loan department)
- 13 Jan-2016 to 2 Dec 2020
- 11 feb 2021 finopayment bank as a business coordinator

OTHER QUALIFICATION:

- Three math experience in basic knowledge off computer for mail, ms word ms excel and English typing.

QUALIFICATION:

EXAM PASSED	BOARD/UNIVERSITY	YEAR
Graduation (B.A)	Ccs University up	2014
Higher Secondary	UP, Board	2011
High School	UP, Board	2007

PERSONAL DETAILS:

- Name : Deepak Kumar
- Father Name : Shr. Atar Singh
- Mother Name : Omwati
- DOB : 03 Jan 1991
- Sex : Male
- Marital Status : Married.
- Languages know : Hindi and English.
- Nationality : Indian.
- Present Address : Viil and post Randol distt Saharanpur Up 247120
- Permanent Add : Same as above
- Contact No : 8859782098,9758498177
- Email ID : deepak.randol1@gmail.com

DECLARATION:

- I hereby declare that all the information curriculum vitae is true to the best of my knowledge.

Date:

Place: Saharanpur

Signature



Payments Bank
फिनो पेमेंट्स बैंक

BC ID: 12593125,



BUSINESS CORRESPONDENT CERTIFICATE

This is to certify that Deepak Kumar

Address: Behat Road, Post-Randol, Randaul

Saharanpur, Uttar Pradesh - 247120

is an authorized Business Correspondent of Fino Payments Bank Ltd.

Deepak

Active from

Date: 11 / 02 / 2021

Shailesh Pandey
Chief Sales Officer