

Date : 30th July, 2024

APPOINTMENT LETTER

To,

Mantosh Kumar Jha,

Quarter No. 2-123, Sector – 2B

Bokaro Steel City, Jharkhand,

Pin Code – 827013.

Dear Mantosh,

We are delighted to extend this letter of appointment to you as a Marketing and Sales Executive at Bokaro starting on 7th August 2024. We look forward to working with you on the following terms and conditions :

1. **Placement and Compensation** : You will be placed at Bokaro and will be entitled to a compensation of Rs. 10,000 per month.
2. **Responsibilities and Duties** : As a Marketing and Sales Executive, your primary duties and responsibilities will include but not limited to the following :
 - a. Developing and implementing marketing and sales strategies
 - b. Identifying and acquiring new clients while maintaining and nurturing relationships with existing clients
 - c. Preparing and delivering sales presentation to potential clients
 - d. Creating and executing effective marketing and sales campaigns
3. **Termination and Employment** : Your employment with Neelkamal Realty is at-will, which means either you or the organization may terminate the employment relationship at any time with or without cause and with or without notice. Upon termination of employment, you will immediately hand over to the organization, all correspondence, documents, market data, records, belonging to the organization or related to its business that may be in your possession.

Congratulations on joining Neelkamal Realty, and we wish you a successful and fulfilling career with us.

Sincerely,

For Neelkamal Realty



Piyush Jain

Partner