



THE FORTUNE

A Business Hotel by Swathi Group

24.08.2023

APPOINTMENT LETTER

Dear Mr. Suman Das,

This has reference to your application and subsequent interviews you had with us, we are pleased to offer you an employment with - The Fortune, Koppal by SWATHI HOSPITALITY SERVICES PVT LTD, with effect from 24/08/2023 on the following terms and conditions:-

1. **Designation** : Commi III - Continental
2. **Joining** : 24.08.2023
3. **Reporting** : Executive Chef
4. **Duration of Probation:** 3 months from Date of Joining. This may be extended based on
5. **Your Monthly Salary Break up is as under :**

Basic	: Rs. 7,250.00/-
HRA	: Rs. 3,625.00/-
Conveyance	: Rs. 2000.00/-
Special Allow	: Rs. 1625.00/-
Total	: Rs 14,500.00 /- per month (Fourteen Thousand Five Hundred Rupees Only)

- You will be exempted from Provident fund and ESI unless opted in writing or amendment by Government.
6. **Reporting:** You will report to the Executive Chef /General Manager of the Hotel, on your day to day job matters or any other or to such officer of the company as may be intimated to you from time to time. Your services are also liable to transfer to other units run and managed by the group.
 7. Your hours and timing of work shall be as directed by the management from time to time. You will be liable to work on holidays and off days based on work exigencies, including shifts if required and, as directed by the management.
 8. This period of probation may be shortened or extended at the sole discretion of the management purely based on performance, and as per the provisions of standing orders \ rules and regulations. Your services are deemed to be **confirmed** if you do not receive any written communication from the management within 3 month from the date of completion of probation.
 9. During the period of Probation & on confirmation, your employment may be terminated by the management by giving (15) days, notice if the employee want to quit the job he/she is required to give **15 days' notice in writing** to the management, and return all company properties including, outstanding amount, etc to get full and final settlement.
 10. You shall be governed by the terms and conditions of service as laid in **Annexure - A** and this forms part of your appointment letter. Further, you will be regulated by the house rules, regulations and instructions, standing orders, etc. As the case may be.

In acceptance of the above terms and conditions of appointment including those listed in the Annexure - A, you are advised to sign on all the pages and declaration on page 2 of this letter in token of your having understood and accepted the same in total.

We welcome you to the Swathi Family and wish you a long and successful career with Swathi Hospitality Bangalore (Head office)

Yours Sincerely,

For Swathi Hospitality Services Pvt Ltd Bangalore

General Manager

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