

Company Logo

Company address in INDIA

Serial Number: ABC-00003

Employment Agreement

Date: 01.03.2012

The Consular Section Embassy of the India

We welcome **Mr. Hong Gildong** holding passport number **M05231979** to **Company name.**(hereafter the "Company".) **Place of work -----New Delhi, india** to join us as **General Manager** at the Company with effect from **15 Jan 2012** on the following terms and conditions:

1. In Consideration of your services, you shall be paid a consolidated compensation of **RS. 218000/- (Rs. Two Hundred Eighteen Thousand only)** per month including TAX of **Rs. 48000/- (Rs. Forty eight Thousand only)** as basic salary. The salary will be paid upon your arrival in India.
2. The aforementioned salary shall be subject to any deduction or withholding as may be required under the law of India. The payment so made after all such deduction shall be deemed to be the full and complete payment of the considerations aforesaid.
3. You shall carry out all your duties as **General Manager** and mentioned your resume at the Company from **01 Jan, 2012 to 01 Jan,2013.**
4. You will be bounded by all the rules and regulations laid down by the company. All the matters relating to conditions of your employment with the company including but not limited to conduct, discipline, leave, holidays and bidding on other employee of the company shall be applicable in the same manner to you. You will carry out your duties. And responsibility within the framework of the organization and policies and directions as may be laid down by the company from time to time
5. Your service will be computed from the date of your joining our organization. This contract of service may be terminated by giving two months notice or payment of two months consolidated basic salary and other admissible allowances in lieu of notice. If you leave the Company without notice, without prejudice to the Company's right to sue you for damages, the Company shall be entitled to recover gross cost to the company, i.e., basic salary, all admissible allowances and other benefits, etc.
6. Notwithstanding what has been stated in Para 6 above, if at any time, you are found guilty of misconduct or misdemeanor your services shall be terminated forthwith without notice or payment in lieu of notice.
7. You will devote your efforts solely and wholly to the business of the Company. While in the service of the company, you will not undertake, indulge in or concern yourself directly or indirectly with any other duties or outside work or additional employment either part time or full time without express written permission of the company.

Company name

Address:

Tel:

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8. You will disclose at the time of your appointment and thereafter, any business interest you have or hereafter acquire to enable the company to evaluate its effect on the business of the company and your employment with the Company. The Company's decision in this regard shall be binding.

9. You will not divulge to any person by word of mouth or otherwise, any particulars or details of design(s), manufacturing process(es) of our production , tooling and machinery, technical know-how, administrative organization / financial matters or a confidential and secret nature which may be your personal privilege to know or has otherwise come to your knowledge by virtue of your employment with the Company.

10. Your employment with the company is on an exclusive basis and during the terms of the said employment, you shall not render services of any nature, whatsoever to any other person, whether for a consideration or on a gratuitous basis without the prior written consent of the company.

We welcome you to our Company. We hope you will go a long way in making a career with us.

Please confirm on the attached copy that you accept your employment on the terms and conditions stated in this letter of appointment and return a copy to us confirming your acceptance.

Yours sincerely,

Company name

Position

NAME

담당인 서명 & 회사 명판



Company name

Address:

Tel:

Email: