Anexas Consultancy Se Pvt. Ltd.
111, 17th B main, 11th cross, Sector 4, HSR Layout, Bangalore 102. Ph 25725374/79

18.02 2026

Laxmi Jakkappanavar
Address- D/o Sadashiv Jakkappanavar
Dansur Galli, Satti
Tq: Athani. Dist: Belagavi
Karnataka, 591240

Sub: Offer of Employement

Dear **Laxmi Jakkappanavar,**

Thank you for investing your time in pursuing an opportunity with **Anexas** shall mean Anexas Consultancy Se Pvt Limited, Bangalore.

We are delighted to offer you the opportunity as a **Business Analyst and Lean Six Sigma Execution role** at Anexas

Following are the terms and conditions associated with your employment:

1. You will receive an annual compensation of **Rs. 5 LPA**

2. Your date of joining is **16.02.2026** and your initial place of posting will be in **Bangalore**.

3. You will report to the **CEO** or his/her nominee.

4. Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

5. You will be on probation for a period of six months during which you or the company can give 5 days' notice before discontinuing the services. Your appointment with the company will be confirmed after a probation period of 6 months. After probation, the notice period is 1 month. After your appointment is confirmed in the company you will have to serve the notice period of 1 month in the company before discontinuing the services

6. Your employment is contingent upon satisfactory reference & background checks including verification of your application materials, education, and employment history. Your employment is also contingent upon your ability to work for the Company without restriction

(i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). In the absence of which the company may terminate your services without notice or compensation

7. If any information furnished by you in your application for employment or during the selection process, is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

8. It is your responsibility to notify the Company of any changes in your personal information (like address, contact phone number, additional qualifications, marital status, change of nomination, passport details etc.) within 3 working days.

9. Your designation may be changed at the discretion of the Company depending on the work assigned to you.

10. You may be required to travel on Company work, and you will be reimbursed expenses as per Company policy.

11. If you are absent for a continuous period of 5 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.

12. The retirement age from the services is 60 years

13. **Non disclosure Agreement:**
"Company" for all purposes shall mean **Anexas Consultancy SE Pvt Limited**.

a) You shall not at any time disclose to anyone any information, know-how, knowledge, secrets, methods, plans, drawings, designs, etc. of the Company. Also, you shall not take any technical documents or information or copies thereof belonging to the Company outside the office unless specifically entrusted to you in writing.

b) You will not undertake business of a similar or any other nature with any other company during the period of your employment with this Company.

c) If, during the course of your employment with the Company, you are provided with any Company assets, you shall maintain the same in good working conditions and you shall return the items to this Company prior to you separating from the services of the Company. Any dues to be paid to you on your ceasing to be in employment is liable to be withheld by the Company if the said items so provided by the Company are not returned or returned in damaged conditions qapart from the Company's right to proceed against you as per the provisions of law.

d) You shall surrender all the records, correspondence and such of the papers connected with the business in the eventuality of your ceasing to be in the employment of this Company.

e) During your employment with the Company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company. The Company may, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.

Any violation of the below mentioned points the Company may terminate your services without notice or compensation.

You are required to submit to us the following at the time of your joining:

- 2 Passport size photographs
- Photocopy of Passport (indicating Passport number, validity, address and age)
- Proof of age and address if different from those mentioned in Passport or not having Passport
- Photocopy of PAN card, (Any other Identity card if PAN not allotted)
- Higher Educational Certificates.
- Last 3 companies experience and reliving letter.

We are excited to have you join us quickly and welcome you to the Anexas family.
Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

for Anexas Consultancy SE Pvt Ltd



Managing Director

I have read, understood and accepted the above. I understand that the terms and conditions are pre-conditions to my being offered employment with the Company. I am under no obligation or duress to accept these terms and conditions of employment. I accept them of my own free choice and will.

Signature:

Name:

Date:

Expected date of joining: