



SILVERLINK TECHNOLOGIES PVT. LTD.

LETTER OF INTENT

Date: 31st January 2023,

Dear Kunal Singh,

We are pleased to offer you the position as **US IT Recruiter-Trainee** As per the terms and conditions we discussed with you, you will be issued a detailed Appointment Letter and will be construed as an employee of Silverlink Technologies Private Limited only once you join and start physically working from office at 506-507, Eco Space I.T. Park, Old Nagardas Road, Andheri (E)-400069. Your tentative date of joining will be on or before **01st May 2023**.

On the day of your joining you are required to submit the following:

1. Relevant copies of Academic / Professional attainments and work experience.
2. Documentary evidence of Date of Birth, No Due Certificate and Relieving letter.
3. Three passport sizes colored Photographs.
4. References from your current organization, which has to be completed before your joining.
5. PAN Card, Driving license and utility bills for address proof.

Once you accept our LOI will process your BGV and if the BGV is found to be negative for any reason, then the offer and appointment letter rollout to you will stands null and void.

If on verification, at the time of appointment or at a later date it is found that you have furnished wrong information, in such cases the company reserve the right to terminate your services with immediate effect.

Please sign duplicate of this letter of Intent as token of your acceptance of the above terms.

With best wishes

With Regards,

Keith Pacheco

Vice President – Global Operations



INCENTIVE STRUCTURE- US

As per our current Incentive structure, our IT Recruiters need to achieve 2 closures per month.

However, we have noticed that our Recruiters in US team are putting in efforts but are unable to attain the aim of 2 closures per month. Hence considering the same, our Management has come up with a revised Incentive

Structure to reward your hard work. Please find below the revised Incentive structure:

- Even 1 closure in a month will be considered for Incentive provided the candidate has 1 closure in the consequent month, for eg: kindly note the below table:
- Recruiter could avail incentive even for a single closure each month.
- Candidate (Closure) should work for a minimum period of 3 months.
- The concern recruiter should be on payroll with SLT
- Example NO 1 : if any candidate has joined 1/01/2023 and once we get the efforts confirmed for fully 3rd month , In the month of April 23 we would check the marginand map the same with below incentive matrix and accordingly the incentives would process in April 23 salaries.
- Example NO 2 : if any candidate has joined between 02/01/2023 to 31/01/2023 accordingly he will be completing 3 months as on 01/04/2023 however his April 23 efforts we will only come to know in the month of May 23, so his incentives working will be done in the month of May 23, so that it can be processed in May 23 salary

Month	No. of Closures
January	1
February	1
March	1
April	0
May	1
June	1



SILVERLINK TECHNOLOGIES PVT. LTD.

As per the above table please note the following:

1. You will be applicable for the Incentives even though you have 1 closure per month provided that you have these closures in the consequent (Prefix/Suffix) months (January -1 and February-1) or (December and January).
2. You will not be applicable for any Incentives for the month of March as there is no closure in the following month of April.
3. Kindly note that the respective closures for the month of February and March cannot be clubbed as well since the February closure has already been clubbed with that of January and your incentive for the same has been paid off.
4. Further to this if you have a 1 closure each in the following months of May and June, you will be applicable for Incentives once again

Contracting

Margins from Consultants	Incentives to Recruiter
Between \$6/HR to \$ 10/HR	\$0.5/HR
Between \$11/HR to \$16/HR	\$1.0/HR
Above \$17/HR	\$1.5/HR

One time

- The Incentive amount remains the unchanged as mentioned in the below table
- Incentives will be applicable even for a single closure.
- Recruiter could avail incentive even for a single closure each month.
- Incentives will be paid as per the contract terms mentioned in the respective MSA.subject to we received the payment from client
- Example NO 1: if any candidate has joined 1/01/2023 and as per the agreement hehas to work minimum 6 month for full billing amount.
- In the month of July 23, we will check the respective delivery lead asking the confirmation for the project completion. Once the confirmation received from thedelivery then the incentives process in July 23 salaries.



SILVERLINK TECHNOLOGIES PVT. LTD.

- Example NO 2 : if any candidate has joined between 02/01/2023 to 31/01/2023 and as per the agreement he has to work minimum 6 month, accordingly he will be completing 6 months as on 01/07/2023 and his July 23 efforts we will only come to know in the month of Aug 23, so his incentives working will be done in the month of Aug 23, so that it can be processed in Aug 23 salary.

For employees with below 1 yr experience:

Consultant Closed locally (US)	One Time Margin From Consultant (USD)	Incentives to Recruiter
US	2500 -3500 above	8000

For employees with 1 yr and above experience:

Consultant Closed locally (US)	One Time Margin From Consultant (USD)	Incentives to Recruiters
US	2500 -3500 above	10000

For employees with JL6 Closure

Consultant Closed locally (US)	One Time Margin From Consultant (USD)	Incentives to Recruiters
US	JL6	20000

The above-mentioned policies are subject to change based on Management's discretion. We will keep you posted as and when the amendments take place.