



MyRx/HR/23/03/2026

23/03/2026

To,
Mrs. Mounika Devraju,
Hyderabad

OFFER LETTER

Dear **Mounika Devraju,**

We are pleased to offer you the position of **"Pharmacist"** with **Platinoid Technologies Pvt. Ltd.**, based on your job application and the discussions held. Please find below the terms and conditions of your engagement:

- 1. Position & Location:** You will begin with a 6-month probationary period, which is in Hyderabad. During this period, your performance will be reviewed. Based on satisfactory performance, you may be offered a permanent role with revised terms.
- 2. Stipend:** During this period, you will receive a stipend of INR **15,000** per month (INR 1.8 Lakh per annum).
- 3. Joining Date:** You are expected to report on or before **23/03/2026**. Failure to do so will result in the withdrawal of this offer.



4. Documents Required: Kindly share scanned copies of the following:

- Educational & Experience Certificates
- Degree/Provisional/Completion Certificate and all Mark Sheets
- Relieving/Service Certificate (if applicable)
- Passport-size Photograph
- Present and Permanent Address Proofs (Aadhar, Voter ID, etc.)
- PAN Card Copy (Mandatory)
- Cancelled Cheque

5. Bring Your Own Device (BYOD) Policy: During your engagement, you may be required to use your personal device(s) for official work. You are expected to follow security guidelines, including password protection, usage of approved software, and regular data backups. The company will not be liable for any damage or data loss resulting from the use of personal devices.

6. Confidentiality Clause: During and after your engagement with the company, you must maintain strict confidentiality regarding any proprietary, confidential, or sensitive information related to the company, its clients, or business operations. Any breach of this clause may result in legal action and termination of your engagement.

7. Termination: The company reserves the right to terminate the internship without prior notice during the probation period if performance expectations are not met.

If the above terms are acceptable to you, please sign and return the duplicate copy of this letter as a token of your acceptance.



8. Terms & Conditions of Employment:

1. You will be expected to maintain a high level of professionalism and confidentiality regarding company operations and data.
2. You will be required to adhere to the work schedule, including rotational shifts, as per business requirements.
3. Your employment will be governed by the policies and procedures of MyRx, which may be updated from time to time.
4. Either party may terminate this employment contract by giving 7 days' notice or compensation in lieu thereof.
5. Any breach of company policies, misconduct, or underperformance may result in disciplinary action, including termination.
6. If you wish to leave the organisation, you are required to serve a "30-day" notice period. Failure to serve the notice period will result in the separation being marked as Abscond, and your salary will be put on hold.

For Platinoid Technologies Pvt. Ltd.



Surjit Das
Director



Acknowledgement & Acceptance

I, **Mrs Mounika Devraju**, accept the above terms and conditions as mentioned in this offer letter.

Signature: _____

Date: _____