

Ref.No.- BC/IND/6227/2026/0056

Date of Issue: 09/01/2026

Offer Letter/Employment Offer
предложение о работе



To,
Candidate Name : AMAR KUMAR MAITY
Passport No. : W5232358
Passport Validity : 29-09-2032
Nationality : INDIAN

Dear Amar,

This letter of job/employment offer has been written to state terms & condition of a verbal agreement on the subject of Russian Principle in the industry of construction.

This letter would remain non-binding until and unless all the terms stated in this letter have been accepted by both parties involved in the matter.

for your convenience, the key details of the agreement are as follows:

Candidate Job title or position :

Heavy Driver

1. Allowance:

- | | |
|-----------------|----------------------------------|
| a. Attendance : | As per Russian Labor Law. |
| b. Salary : | 1050.00 USD. |
| C. PPE : | Provided by Employer. |
| D. Overtime : | Estimated 2 Hours daily/26 Days. |

2. Duration of Contract :

Probationary period 3 (three) months from date of joining, and contract period sign up to two(2) years "renewable after that."

3. Traveling Expenses :

The traveling expenses from India to Russian airport (Moscow) shall be borne by contracted agent in India, and the expenses of the air passage from Russian airport to India airport shall be borne by the company upon completion of working contract. During job from residence to site all transportation within Russia, will borne by the company.

4.Food

Food will provided by the company. Food included Two 2 times snacks and Lunch-Dinner.

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5. Accommodation :

Free air conditioning sharing accommodation will provide by the company.

6. Working Schedule :

Working 08 (Eight) hours in a day & 6 working days in a week. 26 days working per month. overtime as per Russian labor law.

7. Leave Benefits :

There will be 23 days of National Public Holidays only approve by company and 11 Eleven days of public calculate as normal days. In according with Russian Labor Laws.

8. Medical :

Medical and therapies cost incurred will be borne by the company.

9. Insurance :

Will be provided by the company from the date of joining in Russia. All terms of insurance shall according as per Russian Labor Law.

10. Compensation :

Foreign workers compensation scheme policy provided by the company. As according Russian Law and orders.

11. Deceased :

In the event of any employee dies or disabled in the cause of his employment, the company shall be responsible to arrange for the body of deceased to the repatriated to his next of kin in home country and necessary repatriated expenses shall be borne by the company. Plus, death benefits provided by the company.

12. Government Levy and Immigration :

The Employer shall advance to the employee a sum of USD 250.00 as payment to levy. This amount will be followed by immigration law may be will increase the amount, shall be deducted from the salary of employee through 12 months installment after 1st year.

13. Yearly Medical :

Yearly medical examination will be arranged as required by the immigration department of Russia and cost incurred will be borne by the company.

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14. Restriction :

- a. That the employee shall not marry with any Russian and shall not participate in any political activities and activities of those connected with trade Union in Russia.
- b. That the employee shall not change his employment during the contract period and shall not carry or do business without the written permission from the company.
- c. That if the Employee is found creating social problems and or engaged in any illegal subversive or criminal activities, and then he will be dismissed with immediate effect and will be repatriated to home country on his own expenses.
- d. Annual leave, sick leave and public holiday in accordance with Russian Labor Laws.

Thanking You


Sincerely,
Alexei Ivanov
(BOES)



I am fully aware and understand the terms and condition in the attestation documents I will not any circumstances what so ever alter or amend the terms and condition in the attestation documents in any way what so ever and if I do so I agree to accept all liabilities what so ever arising from my action to vary the terms and conditions stipulated therein.

I agreed with the above terms and conditions, and accept this job offer letter reference no. BC/IND/6227/2026/0056.

Signature

Name : AMAR KUMAR MAITY

Passport No. W5232358

Date :

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