

# Lurn-In

## Education is right of all children

### Offer Letter

Name: Pushpendra Singh

Date: October 21st, 2023

Dear Pushpendra,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### 1. Employment Details:

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd Asif

Joining Location:

OJT Training Location: WFH / Lurn-In -Kanpur

WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **September 28, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates, and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regard to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

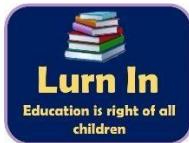
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Shikha Kanaujia

Date: October 21st, 2023

Dear Shikha Kanaujia,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### 1. Employment Details:

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd Asif

Joining Location:

OJT Training Location: WFH / Lurn-In -Kanpur

WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **September 28, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates, and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regard to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

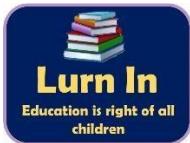
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Shikha Kanaujia

Date: October 21st, 2023

Dear Shikha Kanaujia,

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Designation: Business Development Trainee - Sales

Reporting Manager: Mohd Asif

Joining Location:

OJT Training Location: WFH / Lurn-In -Kanpur

WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **September 28, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

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- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Shubhriti Prajapati,

Date: October 21st, 2023

Dear Shubhriti Prajapati,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### 1. Employment Details:

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd Asif

Joining Location:

OJT Training Location: WFH / Lurn-In -Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **September 28, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates, and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regard to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

*(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)*

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

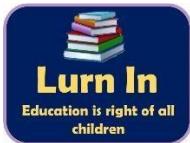
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Shabi Amir

Date: October 21st, 2023

Dear Shabi Amir,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### 1. Employment Details:

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd Asif

Joining Location:

OJT Training Location: WFH / Lurn-In -Kanpur

WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **September 28, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates, and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regard to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

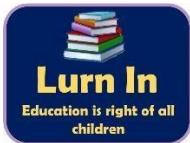
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: KARTIK SINGH

Date: October 21st, 2023

Dear KARTIK SINGH,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### 1. Employment Details:

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd Asif

Joining Location:

OJT Training Location: WFH / Lurn-In -Kanpur

WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **September 28, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates, and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regard to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*

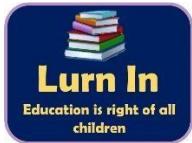


# CSJM University Placement Cell

BY Virtue of the blessings & Guidance of  
Hon'ble Vice-Chancellor Sir, The following  
14 students have been placed in LURNIN  
Placement drive in the year 2023-24 session  
CTC: 4.0LPA

## Congratulations to all selected Candidates

S.No	Name	Branch	Contact	Email
1	Shivam Dubey	MBA	8006800072	pandit1264@gmail.com
2	Tanmay tiwari	MBA	9120438544	98tiwaritanmay@gmail.com
3	Neha Das	MBA	7985045264	ndas5610@gmail.com
4	Shashank gupta	MBA	9670507103	Shashannkk11@gmail.com
5	Mohd Rashid	MBA	8858251466	mirashid786786@gmail.com
6	Pushpendra singh	MBA	8765116265	shubhampal.3424@gmail.com
7	Manas Tiwari	MBA	7071687896	manastewari2@gmail.com
8	Bhawna singh	MBA	9026116707	bhawnasingh02001@gmail.com
9	Shikha kanaujia	MBA	8112473451	kanaujiashikha3@gmail.com
10	Mayank mishra	MBA	8429007217	mishramayank483@gmail.com
11	Mohammad arshad	MBA	7408301617	mda281586@gmail.com
12	Shabi amir	MBA	8299436478	shabiamir000@gmail.com
13	Shubhriti prajapati	BBA	7881140836	shubhriti324@gmail.com
14	Kartik Singh	BBA	8765672451	kartiksingh95807@gmail.com



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Aakanksha Sahu

Date: October 21, 2023

Dear Mr. Aakanksha,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### **1. Employment Details:**

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd. Asif

Joining Location: WFH / Lurn-In -Kanpur

OJT Training Location: WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **October 21, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of up to 3.4 LPA (2.4 LPA fixed + 1 LPA variable) for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for a performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

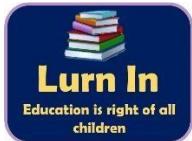
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Manas Tiwari

Date: October 21, 2023

Dear Mr. Manas,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### **1. Employment Details:**

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd. Asif

Joining Location: WFH / Lurn-In -Kanpur

OJT Training Location: WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **October 21, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of up to 3.4 LPA (2.4 LPA fixed + 1 LPA variable) for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for a performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

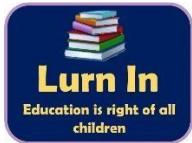
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Shashank Gupta  
Date: October 21, 2023

Dear Mr. **Shashank**,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### **1. Employment Details:**

Department: Business Development  
Designation: Business Development Trainee - Sales  
Reporting Manager: Mohd. Asif  
Joining Location: WFH / Lurn-In -Kanpur  
OJT Training Location: WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **October 21, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of up to 3.4 LPA (2.4 LPA fixed + 1 LPA variable) for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for a performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

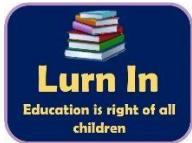
**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



# Lurn-In

## Education is right of all children

### Offer Letter

Name: Shivam Dubey

Date: October 21, 2023

Dear Mr. **Shivam**,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 07 days**, with an opportunity to be offered a permanent position of **Business Development Associate** at the end of the training period, based upon the following terms and conditions.

You will be working on the Work from Home model (WFH) currently. The first 02 days of this training will be classroom training which will be conducted virtually. It will then be followed by 07 days of "On-the-Job Training (OJT).

Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate doing in-person physical product demos.

#### **1. Employment Details:**

Department: Business Development

Designation: Business Development Trainee - Sales

Reporting Manager: Mohd. Asif

Joining Location: WFH / Lurn-In -Kanpur

OJT Training Location: WFH / Lurn-In - Kanpur

Role Location: WFH

**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **October 21, 2023**. Your work location after conversion to the role of Team Leader would be **WFH** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

**3. Term:** The term of this Agreement would be for a period of 07 days (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier.

**4. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 5 days (over above the 07 days) as mentioned in Clause 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of

this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training, qualification of all criteria, and subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of up to 3.4 LPA (2.4 LPA fixed + 1 LPA variable) for the role of TL - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**7. Cost to the Company:** You are also eligible for a performance pay up to INR 500/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

- a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.
- b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons

causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall always be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall always remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title, and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall always deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. During your employment, if you, at any time render yourself in inappropriate behavior/ conversation with the customer, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to initiate any disciplinary action including,

but not limited to warning, suspension or terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

f. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

g. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

h. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

i. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

j. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

k. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Kanpur, Uttar Pradesh.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below-mentioned documents on your joining date

1. Graduation Document
2. Pan Card
3. Aadhaar Card
4. Cancelled Cheque/Bank Statement/Bank Passbook
5. Passport Size Photograph

Yours sincerely,

**Turn-In.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorized signature.*



## Letter of Contract

**Date: 21 October, 2023**

**Dear Mr. Avichal Kumar Bharti,**

We welcome you to be a part of our team at **L.O.R.D Analytics (India)**.

We will be happy to offer you a Consultancy Fee of INR 23,000 per month. It is subject to the deduction of the TDS (10%) and any other taxes as applicable by the Indian government regulations and provides the certificate to that effect.

**Date of Joining:** Monday, 23rd October 2023

**Duration:** 23rd October 2023 to 25th November 2023

**Working Mode:** Work from Office/Field (**On-Site**)

**Base Location:** Rajasthan

We are delighted to extend this opportunity and look forward to welcoming you to our team! Regards,

Regards,  
Administration  
**L.O.R.D Analytics (India)**

### **Terms & Conditions**

- 1) You are liable to be transferred from one profile/role to another or from one department to another within this organization or any other establishment, whether existing at present or to be set-up in future. In such cases you will be governed by the terms and conditions of service as applicable to the new assignment.



- 2) We believe in strong commitment to our internal and external stakeholders. You are expected to be flexible in your work hours at Organization keeping in mind organizational requirements and deliverables.
- 3) Your consultancy/internship with L.O.R.D Analytics is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by L.O.R.D Analytics for your role.
- 4) In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. In this connection, you are required not to engage in activities that have or will have an adverse impact on the goodwill, operations and reputations of L.O.R.D Analytics, whether directly or indirectly. There may be times when you will be required to work extra hours depending on operational requirements.
- 5) You may be required to undertake travel for work purposes for which your travel expenses will be reimbursed as per the Reimbursement Policy of the Organization.
- 6) We at L.O.R.D Analytics are committed to ensure integrity in all aspects of our functioning. You are required to comply with the policies of L.O.R.D Analytics as they form an integral part of the terms of internship/consulting. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are framed, modified and updated on a periodic basis and new policies may be introduced and notified to interns/consultants from time to time whereupon you will be required to comply with the same.
- 7) Consistent with above mentioned rules, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your internship/consulting, shall immediately be brought to the notice of L.O.R.D Analytics.
- 8) No party may terminate this internship/consulting by giving up notice. The tenure shall be **completed effectively**.



- 9) **Exclusivity:** During the course of your internship/consultancy with the Organization, you will not be permitted to work for remuneration or internship/consulting with any other Organization, firm etc. either part-time or full time, or engage yourself in any self-employment.
- 10) **Disclosure of Confidential Information:** You shall not at any time without the consent of the Organization's management disclose, divulge or make public except under legal obligations any of the processes, accounts, transactions and dealings of the Organization, whether the same be confided or become known to you in the course of internship/consultancy or otherwise, failing which the Organization can initiate necessary disciplinary action as per rules. You shall be bound by the provisions of the **Non-Disclosure Agreement (NDA)**, signed by you at the time of joining the Organization.
- 11) **Integrity Issues:** In case you are found to be guilty of material breach of your duties or obligations, or commit breach of trust, or gross indiscipline or misconduct, or fraud, or breach of confidentiality, inefficiency, qualitative inputs or commit breach of the Organization's policies or any of the terms and conditions set forth herein, the Organization reserves the right.
- 12) To terminate your internship/consulting with the Organization forthwith or with such notice as it deems fit, and without any obligation to pay any notice pay.
- 13) **Absconding from Service:** In the event of your continuous absence for a period of 3 (three) days or more without permission from the management, you will be issued a show cause notice and you will be expected to reply within the next 48 hours. Failure to reply to the show-cause notice will lead to your termination from the date of abscondment.
- 14) Upon acceptance of this Offer Letter, should you fail or refuse to commence the performance of duties under this Offer Letter, on the effective Date as stated under this letter, you shall pay to the Company, an amount equivalent to One (1) months cost to company as liquidated damages, which is agreed and understood to be a fair pre-estimate of the damages suffered by the



Company on account of such action. Notwithstanding the above, the Company retains the right to file a claim for damages or take appropriate action in relation to any breach of the obligations by you under this Contract.

- 15) Consultant shall be entitled to avail leave during the term of this agreement as provided for in the Organization's policies and procedures.
- 16) You are required to engage yourself exclusively in the work assigned by L.O.R.D Analytics and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of the management.
- 17) You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of L.O.R.D Analytics.
- 18) This also refers to the requirement on your part, during the period of your internship/consultancy and for a period of 2 (Two) Year from the cessation of your internship/consultancy with L.O.R.D Analytics (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - Any employee/consultant/intern of L.O.R.D Analytics to terminate their employment/consulting/internship with L.O.R.D Analytics or to accept employment/consulting/internship with any competitor, supplier or any customer with whom you have a connection.
  - Any client or vendor of L.O.R.D Analytics to move his existing business with L.O.R.D Analytics to a third party or to terminate his business relationship with L.O.R.D Analytics.
  - Any existing employee/consultant/intern to become associated with or perform services of any type for any third party.
- 19) In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the NDA. Therefore, please ensure that you maintain all



Confidential Information (as defined from time to time in the NDA as undisclosed, sensitive and confidential and not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by L.O.R.D Analytics in the course of your internship/consultancy. This covenant shall endure during your internship/consultancy and also after cessation of your internship/consultancy with L.O.R.D Analytics (irrespective of the circumstances of, or the reasons for, cessation).

- 20) In your work for L.O.R.D Analytics, you will be expected not to use or disclose any confidential information, including processes, accounts, transactions and dealings of the Organization of any former employer or other person with whom you have an obligation of confidentiality, and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for L.O.R.D Analytics.
- 21) In connection with your internship/consultancy and during the term of your internship/consulting upon conception or creation, you shall disclose and assign to L.O.R.D Analytics as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, data, trade secrets and improvements developed or conceived by you solely or jointly with others (whether or not during office hours) and shall comply with the Policies of L.O.R.D Analytics in relation to Intellectual Property.
- 22) All the deliverables, primary and secondary data, collaterals and relevant information established and collected by you and team during the course of contract will be Solely Intellectual Property of the organization.
- 23) Consultant will indemnify, defend and, hold harmless organization and its directors, officers and employees from and against all losses, damages, liabilities, costs and expenses, including attorneys fees and other legal expenses, arising directly or indirectly from or in connection with: any negligent, reckless, or intentionally wrongful act of consultant; any breach by Consultant of any provisions, covenants, warranties or representations



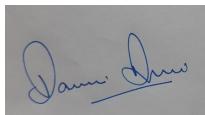
contained in this agreement; and any failure of Consultant to perform the services in accordance with all applicable laws, rules and regulations.

- 24) In the course of your internship/consultancy with L.O.R.D Analytics, you will be providing services to customers or clients of L.O.R.D Analytics during which process you would be handling sensitive information including but not limited to information of key clients of L.O.R.D Analytics, competitor information, client sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to L.O.R.D Analytics and its protection is of utmost importance to L.O.R.D Analytics. You confirm that for a period of Twenty Four (24) months after separation of your internship/consulting from L.O.R.D Analytics (irrespective of the circumstances of or the reason for the separation), you will not, directly or indirectly, anywhere in the Territory, shall start your own venture. You also confirm that you will not accept any offer or perform the same or substantially the same Job Duties of internship/consultant from a client, any competitive Organization working in the same domain or those with whom you have interacted or worked in a professional capacity representing L.O.R.D Analytics during the Twenty Four (24) months preceding the date of separation.
- 25) We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable to be removed from internship/consulting without any prior notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into, and which may relate to or affect your commitments under this Agreement.
- 26) Your internship/consulting terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this Agreement shall continue in full force and effect.



- 27) These terms supersede and replace any existing agreement or understanding, if any, between L.O.R.D Analytics and you relating to the same subject matter except the non-disclosure agreement signed between you and L.O.R.D Analytics, at the time of your joining.
- 28) You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this agreement.
- 29) The parties hereto agree that any matter or issues arising hereunder or any dispute hereunder shall be subject to the **exclusive jurisdiction** of the courts of situated at Kanpur District Court, Uttar Pradesh.
- 30) Renewal of the contract is subject to performance of the second party.
- 31) During the period of internship/consultancy, you are required to comply with all L.O.R.D Analytics policies. You will be governed by the rules and regulations, code of conduct and other policies, including without limitation the HR policy manual, as applicable, enforced, amended or altered from time to time during the course of your internship/consultancy. It will be your responsibility to go through all the policies, processes, code of conduct, rules and regulations of the Organization as detailed out in the HR policy manual and keep updating yourself with the same regularly for requisite observance.

*Regards,*



**Authorized Signatory**

**L.O.R.D Analytics**



**Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing a copy of this Employment/Consultant Agreement. By signing this, you agree and acknowledge that you have read the provisions of this Agreement and understood the implication thereof.**

**I, Mr. Avichal Kumar Bharti accept the appointment letter and agree to abide by the terms and conditions of my employment.**



**Signature**

**Avichal Kumar Bharti**

**Date: 21-October-2023**



## Letter of Contract

**Date: 21st October, 2023**

**Dear Mr. Sudhanshu Dwivedi,**

We welcome you to be a part of our team at **L.O.R.D Analytics (India)**.

We will be happy to offer you a Consultancy Fee of INR 23,000 per month. It is subject to the deduction of the TDS (10%) and any other taxes as applicable by the Indian government regulations and provides the certificate to that effect.

**Date of Joining:** Tuesday, 24th October 2023

**Duration:** 24th October, 2023 to 25th November, 2023

**Working Mode:** Work from Office/Field (On-Site)

**Base Location:** Rajasthan

We are delighted to extend this opportunity and look forward to welcoming you to our team! Regards,

Regards,  
Administration  
**L.O.R.D Analytics (India)**

### **Terms & Conditions**

- 1) You are liable to be transferred from one profile/role to another or from one department to another within this organization or any other establishment, whether existing at present or to be set-up in future. In such cases you will be governed by the terms and conditions of service as applicable to the new assignment.



- 2) We believe in strong commitment to our internal and external stakeholders. You are expected to be flexible in your work hours at Organization keeping in mind organizational requirements and deliverables.
- 3) Your consultancy/internship with L.O.R.D Analytics is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by L.O.R.D Analytics for your role.
- 4) In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. In this connection, you are required not to engage in activities that have or will have an adverse impact on the goodwill, operations and reputations of L.O.R.D Analytics, whether directly or indirectly. There may be times when you will be required to work extra hours depending on operational requirements.
- 5) You may be required to undertake travel for work purposes for which your travel expenses will be reimbursed as per the Reimbursement Policy of the Organization.
- 6) We at L.O.R.D Analytics are committed to ensure integrity in all aspects of our functioning. You are required to comply with the policies of L.O.R.D Analytics as they form an integral part of the terms of internship/consulting. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are framed, modified and updated on a periodic basis and new policies may be introduced and notified to interns/consultants from time to time whereupon you will be required to comply with the same.
- 7) Consistent with above mentioned rules, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your internship/consulting, shall immediately be brought to the notice of L.O.R.D Analytics.
- 8) No party may terminate this internship/consulting by giving up notice. The tenure shall be **completed effectively**.



- 9) **Exclusivity:** During the course of your internship/consultancy with the Organization, you will not be permitted to work for remuneration or internship/consulting with any other Organization, firm etc. either part-time or full time, or engage yourself in any self-employment.
- 10) **Disclosure of Confidential Information:** You shall not at any time without the consent of the Organization's management disclose, divulge or make public except under legal obligations any of the processes, accounts, transactions and dealings of the Organization, whether the same be confided or become known to you in the course of internship/consultancy or otherwise, failing which the Organization can initiate necessary disciplinary action as per rules. You shall be bound by the provisions of the **Non-Disclosure Agreement (NDA)**, signed by you at the time of joining the Organization.
- 11) **Integrity Issues:** In case you are found to be guilty of material breach of your duties or obligations, or commit breach of trust, or gross indiscipline or misconduct, or fraud, or breach of confidentiality, inefficiency, qualitative inputs or commit breach of the Organization's policies or any of the terms and conditions set forth herein, the Organization reserves the right.
- 12) To terminate your internship/consulting with the Organization forthwith or with such notice as it deems fit, and without any obligation to pay any notice pay.
- 13) In the case of lapse/closure of a project at client end, the consulting/internship is subject to prompt termination.
- 14) **Absconding from Service:** In the event of your continuous absence for a period of 3 (three) days or more without permission from the management, you will be issued a show cause notice and you will be expected to reply within the next 48 hours. Failure to reply to the show-cause notice will lead to your termination from the date of abscondment.
- 15) Upon acceptance of this Offer Letter, should you fail or refuse to commence the performance of duties under this Offer Letter, on the effective Date as stated under this letter, you shall pay to the Company, an amount equivalent



to One (1) months cost to company as liquidated damages, which is agreed and understood to be a fair pre-estimate of the damages suffered by the Company on account of such action. Notwithstanding the above, the Company retains the right to file a claim for damages or take appropriate action in relation to any breach of the obligations by you under this Contract.

- 16) Consultant shall be entitled to avail leave during the term of this agreement as provided for in the Organization's policies and procedures.
- 17) You are required to engage yourself exclusively in the work assigned by L.O.R.D Analytics and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of the management.
- 18) You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of L.O.R.D Analytics.
- 19) This also refers to the requirement on your part, during the period of your internship/consultancy and for a period of 2 (Two) Year from the cessation of your internship/consultancy with L.O.R.D Analytics (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - Any employee/consultant/intern of L.O.R.D Analytics to terminate their employment/consulting/internship with L.O.R.D Analytics or to accept employment/consulting/internship with any competitor, supplier or any customer with whom you have a connection.
  - Any client or vendor of L.O.R.D Analytics to move his existing business with L.O.R.D Analytics to a third party or to terminate his business relationship with L.O.R.D Analytics.
  - Any existing employee/consultant/intern to become associated with or perform services of any type for any third party.



- 20) In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the NDA. Therefore, please ensure that you maintain all Confidential Information (as defined from time to time in the NDA as undisclosed, sensitive and confidential and not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by L.O.R.D Analytics in the course of your internship/consultancy. This covenant shall endure during your internship/consultancy and also after cessation of your internship/consultancy with L.O.R.D Analytics (irrespective of the circumstances of, or the reasons for, cessation).
- 21) In your work for L.O.R.D Analytics, you will be expected not to use or disclose any confidential information, including processes, accounts, transactions and dealings of the Organization of any former employer or other person with whom you have an obligation of confidentiality, and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for L.O.R.D Analytics.
- 22) In connection with your internship/consultancy and during the term of your internship/consulting upon conception or creation, you shall disclose and assign to L.O.R.D Analytics as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, data, trade secrets and improvements developed or conceived by you solely or jointly with others (whether or not during office hours) and shall comply with the Policies of L.O.R.D Analytics in relation to Intellectual Property.
- 23) All the deliverables, primary and secondary data, collaterals and relevant information established and collected by you and team during the course of contract will be Solely Intellectual Property of the organization.
- 24) Consultant will indemnify, defend and, hold harmless organization and its directors, officers and employees from and against all losses, damages, liabilities, costs and expenses, including attorneys fees and other legal expenses, arising directly or indirectly from or in connection with: any



negligent, reckless, or intentionally wrongful act of consultant; any breach by Consultant of any provisions, covenants, warranties or representations contained in this agreement; and any failure of Consultant to perform the services in accordance with all applicable laws, rules and regulations.

- 25) In the course of your internship/consultancy with L.O.R.D Analytics, you will be providing services to customers or clients of L.O.R.D Analytics during which process you would be handling sensitive information including but not limited to information of key clients of L.O.R.D Analytics, competitor information, client sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to L.O.R.D Analytics and its protection is of utmost importance to L.O.R.D Analytics. You confirm that for a period of Twenty Four (24) months after separation of your internship/consulting from L.O.R.D Analytics (irrespective of the circumstances of or the reason for the separation), you will not, directly or indirectly, anywhere in the Territory, shall start your own venture. You also confirm that you will not accept any offer or perform the same or substantially the same Job Duties of internship/consultant from a client, any competitive Organization working in the same domain or those with whom you have interacted or worked in a professional capacity representing L.O.R.D Analytics during the Twenty Four (24) months preceding the date of separation.
- 26) We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable to be removed from internship/consulting without any prior notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into, and which may relate to or affect your commitments under this Agreement.
- 27) Your internship/consulting terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever,



the remaining provisions of this Agreement shall continue in full force and effect.

- 28) These terms supersede and replace any existing agreement or understanding, if any, between L.O.R.D Analytics and you relating to the same subject matter except the non-disclosure agreement signed between you and L.O.R.D Analytics, at the time of your joining.
- 29) You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this agreement.
- 30) The parties hereto agree that any matter or issues arising hereunder or any dispute hereunder shall be subject to the **exclusive jurisdiction** of the courts of situated at Kanpur District Court, Uttar Pradesh.
- 31) Renewal of the contract is subject to performance of the second party.
- 32) During the period of internship/consultancy, you are required to comply with all L.O.R.D Analytics policies. You will be governed by the rules and regulations, code of conduct and other policies, including without limitation the HR policy manual, as applicable, enforced, amended or altered from time to time during the course of your internship/consultancy. It will be your responsibility to go through all the policies, processes, code of conduct, rules and regulations of the Organization as detailed out in the HR policy manual and keep updating yourself with the same regularly for requisite observance.

*Regards,*

**Authorized Signatory**

**L.O.R.D Analytics**



**Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing a copy of this Employment/Consultant Agreement. By signing this, you agree and acknowledge that you have read the provisions of this Agreement and understood the implication thereof.**

**I, Mr. Sudhanshu Dwivedi, accept the appointment letter and agree to abide by the terms and conditions of my employment.**



**Signature**

**Mr. Sudhanshu Dwivedi**

**Date: 22-October-2023**



Akhil Mishra  
373, Adarsh Nagar  
Unnao Uttar Pradesh 209801

27/05/2024

Dear Akhil,

As discussed, we are pleased to offer you the **Graduate Engineer Trainee** position at Coperion Ideal Pvt. Ltd., reporting to Mr. Dushyant Bharadwaj, Sr. Manager-Projects.

**Offer Details:**

Planned Start Date: 03/06/2024

Working Hours: 42.5 hours, weekly

**Compensation Details:**

Your annual total cost to company will be **Rs. 498826** made payable in accordance with Coperion Ideal Pvt. Ltd.'s standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution or otherwise. You may please refer to the breakup of your annual total cost to company in the salary annexure document.

**Sign on Incentives:** **Sign-On Bonus: ₹20,000.00** (Payable after one year)

**Leaves:** You will be eligible for Leaves, applicable as per the company leave policy.

Legal notice | Please note the following: Our contract offer is valid up to and including 30/05/2024, whereby the acceptance of the contract offer takes place by clicking the button at the end of this letter. An employment relationship will only come into effect subject to an employment contract signed by both parties in writing, which contains the exact and solely binding regulations. Details of our contract offer are to be kept confidential. By accepting this offer, you are representing that your employment with the Company will not violate any contractual or other obligation that you may have to any other person or entity. In addition, by accepting our offer, you are representing that you have not retained any confidential or proprietary information from a prior employer and understand that you may not use any such information or disclose any such information to anyone in the Company.

Sincerely,  
Bharathi Priya Murugaiyan  
Mr. Dushyant Bharadwaj  
Contact information for Recruiter and Hiring Manager:  
Bharathi Priya Murugaiyan, +91 9047438787  
Mr. Dushyant Bharadwaj, bharadwaj.dushyant@coperion.com

**HILLENBRAND**

### Salary Annexure

CTC Components		Amount in INR	
		Per month	Per annum
Direct Payments			
	Basic	18000	216000
	HRA	9000	108000
	Special Allowance	6000	72000
	Conveyance Allowance	1600	19200
Total		34600	415200
	Medical (Paid Quarterly)	1000	12000
	LTA (Paid Annually)	1000	12000
Indirect Costs			
	GPA Premium		468
	GMC Premium		2858
Retiral Costs			
	Provident Fund	2160	25920
	Gratuity	865	10380
Bonus	Payable after one year		20000
<b>Overall CTC</b>			<b>498826</b>



Tpo Cs imu Saurabh Gupta <tpo@csjmu.ac.in>

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## Students Cv's & Data from CSJM Kanpur University Placement cell: Requirement of GETs

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**Verma, Ruchi** <Ruchi.Verma@coperion.com>  
To: Tpo Cs imu Saurabh Gupta <tpo@csjmu.ac.in>

Wed, Apr 17, 2024 at 2:01 PM

Hello Saurabh

Please also note Akhil Mishra is also selected.

We would like to proceed with the three candidates – Deepanjali (Chem), Shweta (Chem) and Akhil (Mech).

Regards

Ruchi

[Quoted text hidden]



Shweta Soni  
Santosh Nagar Colony, Ranidiha, Khorabar  
Gorakhpur, Uttar Pradesh - 273010  
India

20/05/2024

Dear Shweta,

As discussed, we are pleased to offer you the **Graduate Engineer Trainee** position at Coperion Ideal Pvt. Ltd., reporting to Mr. HarjotSingh Monga, Vice President-Sales.

**Offer Details:**

Planned Start Date: 03/06/2024

Working Hours: 48 hours, weekly

**Compensation Details:**

Your annual total cost to company will be Rs. 498826 made payable in accordance with Coperion Ideal Pvt. Ltd.'s standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution or otherwise. You may please refer to the breakup of your annual total cost to company in the salary annexure document.

**Sign on Incentives:** Sign-On Bonus: ₹20,000.00 (payable after one year)

**Leaves:** You will be eligible for Leaves, applicable as per the company leave policy.

Legal notice | Please note the following: Our contract offer is valid up to and including 20/05/2024, whereby the acceptance of the contract offer takes place by clicking the button at the end of this letter. An employment relationship will only come into effect subject to an employment contract signed by both parties in writing, which contains the exact and solely binding regulations. Details of our contract offer are to be kept confidential. By accepting this offer, you are representing that your employment with the Company will not violate any contractual or other obligation that you may have to any other person or entity. In addition, by accepting our offer, you are representing that you have not retained any confidential or proprietary information from a prior employer and understand that you may not use any such information or disclose any such information to anyone in the Company.

Sincerely,  
Bharathi Priya Murugaiyan  
Mr. HarjotSingh Monga  
Contact information for Recruiter and Hiring Manager:  
Bharathi Priya Murugaiyan, +91 9047438787  
Mr. HarjotSingh Monga, [harjotsingh.monga@coperion.com](mailto:harjotsingh.monga@coperion.com)

**HILLENBRAND**

### Salary Annexure

CTC Components		Amount in INR	
		Per month	Per annum
Direct Payments			
	Basic	18000	216000
	HRA	9000	108000
	Special Allowance	6000	72000
	Conveyance Allowance	1600	19200
Total		34600	415200
	Medical (Paid Quarterly)	1000	12000
	LTA (Paid Annually)	1000	12000
Indirect Costs			
	GPA Premium		468
	GMC Premium		2858
Retiral Costs			
	Provident Fund	2160	25920
	Gratuity	865	10380
Bonus	Payable after one year		20000
<b>Overall CTC</b>			<b>498826</b>



Tpo CsJmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Final Interview Feedback

**Aparna** <saparna@chcgroup.in>

Fri, Apr 12, 2024 at 11:13 AM

To: tpo <tpo@csjmu.ac.in>

Cc: ramyaagilan <ramyaagilan@chcgroup.in>, hr recruitment <recruitment@chcgroup.in>

Dear Mr. Saurabh,

Kindly find the below selected candidate name -

VISHAL MALL
SAUMYA PANDEY

Sincerely,

**Aparna Sharma**

Junior Lead – TAM

Mobile: +91 87997 59462

Landline: +91 011 2581 5533 | Ext: 15



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[www.chchealthwatch.com](http://www.chchealthwatch.com)

Corporate office:

26/1 CHC House

East Patel Nagar, New Delhi

110 008, India

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This email and any files transmitted with it may contain privileged and/or confidential information and may be read or used only by the intended recipient(s). If you are not the intended recipient of the email or any of its attachments, please be advised that you have received this email in error and any use, dissemination, distribution, forwarding printing or copying of this email or any attached files is strictly prohibited. Please instead immediately purge the email including any attachments, and as a courtesy, we'd be most grateful if you'd please notify the sender by reply email and destroy all electronic and printed copies of the original message. We thank you for your cooperation and for respecting our confidentiality and doing your bit in avoiding cyber misuse.



Tpo CsJmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Priority mail from HealthWatch TeleDiagnostics Pvt Ltd

8 messages

Aparna &lt;saparna@chcgroup.in&gt;

To: tpo@csjmu.ac.in

Cc: ramyaagilan &lt;ramyaagilan@chcgroup.in&gt;, hr recruitment &lt;recruitment@chcgroup.in&gt;, gayathri &lt;gayathri@chcgroup.in&gt;, jkhamrudeen &lt;jkhamrudeen@chcgroup.in&gt;

Thu, Jun 6, 2024 at 3:36 PM

Dear Candidate,

Greetings from Healthwatch team.

Congratulations! We are pleased to offer you the training in Electro Cardiography (ECG) followed by full time placement (subject to successful completion of the Training) in our organization on the following terms & conditions.

You will undergo classroom education as evaluation process for a period 4 weeks (subject to your attendance & performance) on No cost basis, effective 10th June 2024. You will bear all expenses such as boarding & lodging and transport. The education will be given on Anatomy, Physiology, Functions of the Heart and its Rhythm. On successful outcome, you will be offered trainee-ship for a period of 4 months on a stipend of Rs.10000/- pm. Your place of work will be in New Delhi.

On successful completion of trainee-ship, you will be offered placement as ECG Analyst, subject to assessment. Day shift salary (TCTC) will be Rs. 2,97,000 per annum plus Incentives. All statutory (PF, ESI & PT) obligations are included. Within 3-5 months, the candidates will undergo International accreditation certification, viz., Certified Cardiography Technician (CCT). All the cost including training materials will be borne by the organization.

You will be assigned to work in any of the shifts (prevailing in the organization) during and after the training, including night shift. Due to any contingency, you may be asked to work from home and the terms and conditions will be as per the WFH policy of the organization.

We wish to inform that in case, if you wish to leave the trainee-ship / job for whatever reasons, during and in between the first 12 months from the date of trainee-ship, then, you will have to compensate Rs.20000/- towards training and other incidental charges to our organization.

In-case, if the above terms & conditions are acceptable, you can report to the TAM department on 10th June 2024 at 09:30am, HEALTHWATCH TELEDIAGNOSTICS PVT LTD., [26/1, EAST PATEL NAGAR, NEW DELHI -110008](#). Phone 011-25815536-38. For navigation purposes, please type in Google maps "CHC HealthCare Delhi". You have to submit the copy of the personal identity documents (Aadhar card, PAN, address proof, copy of the education documents, 4 passport photos). In case of any queries, feel free to write to me at [saparna@chcgroup.in](mailto:saparna@chcgroup.in) for immediate attention.

Wish you good luck.

Kindly acknowledge your joining confirmation through this email and grab this placement opportunity for a better tomorrow.

Sincerely,  
**Aparna Sharma**  
Junior Lead – TAM  
Mobile: +91 87997 59462  
Landline: +91 011 2581 5533 | Ext: 15



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[East Patel Nagar, New Delhi](#)  
[110 008, India](#)

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Sarigan

MACLEODS

Name Mr./Ms. Aman  
Dear, Aman

Date: 24/04/2024

We are pleased to extend to you this offer of working as an Apprentice and your Education: B. Pharm.  
if you accept this offer, you will begin your Apprenticeship in Department B.C.

With the Company on Date, 01/08/24 and will be expected to work 6 Days per week.

You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.

Your Apprenticeship is expected to complete in Month of 01/11/24 However; your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Mr./Ms. Aman

MACLEODS  
PHARMACEUTICALS  
LIMITED

Regd Office :  
Atlanta Building, 10th Floor,  
Near Laxmi Vilas, Andheri Kurla Road  
Andheri (East) Mumbai 400 052, India

Phone: 91 22 6676 2800  
Fax: 91 22 2995 6599  
Email: customer-care@macleodspharma.com  
Web Site: www.macleodspharma.com  
CIN: U24Q39MH1989PLC052049

Office  
Village Theda, P.O. Todiwala  
Tewali Beddi, Dist. Solan  
(H.P.) 174101, India  
Phone: 01795 836137, 38

### CHECK LIST FOR JOINING - COE

S. No.	Documents required at the time of Joining
1	ID proof (Aadhar Card, Voter Card)
2	PAN Card
3	Education Certificate All - Matric (10 <sup>th</sup> ) , Intermediate (12 <sup>th</sup> ), Graduation , Post-Graduation (Mark sheet and provisional certificate)
4	Photo (4) & Blue Pen
5	Bank Pass Book Copy or Bank Cheque Book
6	Offer Letter of Macleods Pharmaceuticals Ltd.
7	Colour Blindness Certificate ( Private or Govt. Hospital Accepted )
8	Reaching time at plant for Joining at 08:30 am.
9	All are advise to stay near the COE Centre.
10	Aadhar copy of Father & Mother for → Date of Birth
11	<b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

#### Contact Details

COE Unit	Contact person	Contact Name	Mail ID
Baddi	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Valbhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
Sarigm	Amrit Kanabari	7574881055	coesarigm@macleodspharma.com
	Dharam Pal	7574801466	coesarigm@macleodspharma.com
Sikkim	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
Indore	Amit Singh	9541447636	amitsingh@macleodspharma.com

BADDEOffer Letter for ApprenticeshipName Mr./Ms. Ashwani TripathiDate: 24/09/2024Dear, Ashwani Tripathi

We are pleased to extend to you this offer of working as an Apprentice and your Education: B. Pharma  
 if you accept this offer, you will begin your Apprenticeship in Department Production  
 With the Company on Date 20/07/2024 and will be expected to work 6 Days per week.

You will be paid a Stipend of Rs. 9,500/- per month less all applicable taxes and withholding.  
 As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
 Your Apprenticeship is expected to complete in Month of 20/10/24 However; your  
 Apprenticeship with the company is "at-will," which means that either you or the company may terminate  
 your Apprenticeship at any time, with or without cause and with or without notice.

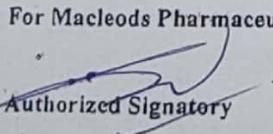
During your Apprenticeship, you may have access to trade secrets and confidential business information  
 belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep  
 all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it  
 to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you  
 will immediately return to the company all of its property, equipment, and documents, including  
 electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and  
 policies and practices governing the conduct of our business and employees, including our policies  
 prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you,  
 and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a  
 subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your  
 acceptance of this offer by signing below.

With best regards.

For Macleods Pharmaceuticals Ltd.

  
Authorized Signatory

## Acceptance:

I accept apprenticeship with the Company on the terms  
 and condition set out in this letter.

Ashwani Tripathi

Mr./Ms.

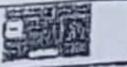
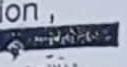
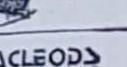
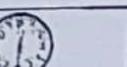
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Regd. Office :  
Atlanta Arcadia, Church Road,  
Near Leela Hotel, Andheri Kurla Road  
Andheri (East), Mumbai 400 052, India

Phone: 91 22 6676 2800  
Fax: 91 92 2995 6599  
Email: [customers@macleodspharma.com](mailto:customers@macleodspharma.com)  
Web Site: [www.macleodspharma.com](http://www.macleodspharma.com)  
CIN: U24239MH1989PLC05049

Works  
Village Theda, P.O. Lelekhamb  
Tensil Badgaon, Dist. Ratnagiri  
(H.P.) 174101, India  
Phone: 01795 236137, 38

### CHECK LIST FOR JOINING - COE

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1	ID proof (Aadhar Card, Voter Card ) 
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3	Education Certificate All - Matric (10 <sup>th</sup> ), Intermediate (12 <sup>th</sup> ), Graduation , 
4	Post-Graduation (Mark sheet and provisional certificate) 
5	Photo (4) & Blue Pen 
6	Bank Pass Book Copy or Bank Cheque Book 
7	Offer Letter of Macleods Pharmaceuticals Ltd. 
8	Colour Blindness Certificate ( Private or Govt. Hospital Accepted ) 
9	Reaching time at plant for Joining at 08:30 am.
10	All are advise to stay near the COE Centre.
11	Aadhar copy of Father & Mother for → Date of Birth <b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

Contact Details			
COE Unit	Contact person	Contact Name	Mail ID
<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Valbhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigam</u>	Amrit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amitsingh@macleodspharma.com

Saigam INDORE

MACLEODS

Offer Letter for Apprenticeship

Name Mr./Ms. Shreyansh Mani Tripathi  
Dear, Shreyansh Mani Tripathi

Date: 24/04/24

We are pleased to extend to you this offer of working as an Apprentice and your Education: B.Pharm  
if you accept this offer, you will begin your Apprenticeship in Department QC  
With the Company on Date 01/08/24 and will be expected to work 6 Days per week.  
You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
Your Apprenticeship is expected to complete in Month of 01/11/24 However; your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.  
During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards.

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Shreyansh Mani

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Shreyansh Mani

Mr./Ms.

MACLEODS  
PHARMACEUTICALS  
LIMITED

Regd Office :  
Atlanta Avenue, Gomti Nagar,  
Near Laxmi Hotel, Anand, Gujarat, India.  
Anand (East), Gujarat 388 009, India

Phone: 91 22 6676 9800  
Fax: 91 92 2925 6599  
Email: customer-care@macleodspharma.com  
Web Site: www.macleodspharma.com  
CIN: U24239MH1989PLC059049

Works  
Village Theda, P.O. Lediwan  
Tensil Baddi, Dist. Sabark  
(H.P.) 174101, India  
Phone: 01795 - 236137, 38

### CHECK LIST FOR JOINING - COE

S. No.	Documents required at the time of Joining
1	ID proof (Aadhar Card, Voter Card )
2	PAN Card
	Education Certificate All - Matric (10 <sup>th</sup> ) , Intermediate (12 <sup>th</sup> ), Graduation ,
3	Post-Graduation (Mark sheet and provisional certificate)
4	Photo (4) & Blue Pen
5	Bank Pass Book Copy or Bank Cheque Book
6	Offer Letter of Macleods Pharmaceuticals Ltd.
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8	Reaching time at plant for Joining at 08:30 am.
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12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

#### Contact Details

COE Unit	Contact person	Contact Name	Mail ID
<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Vaibhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigam</u>	Amrit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amitsingh@macleodspharma.com

*Sarigera*

MACLEODS

Offer Letter for Apprenticeship

Name Mr./Ms. Shani Kumar Benvanshi  
Dear, Shani Kumar Benvanshi

Date: 24/04/2024

We are pleased to extend to you this offer of working as an Apprentice and your Education: B.Pharm.  
if you accept this offer, you will begin your Apprenticeship in Department QC  
With the Company on Date 01/08/24 and will be expected to work 6 Days per week.  
You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
Your Apprenticeship is expected to complete in Month of 01/11/24. However, your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

SHANI KUMAR BENVANSHI

Mr./Ms. Shani Kumar Benvanshi

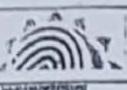
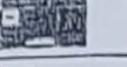
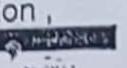
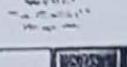
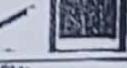
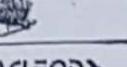
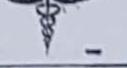
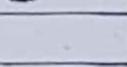
MACLEODS  
PHARMACEUTICALS  
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Regd. Office :  
Atlanta Acre, Gurdaspur Road,  
Hoshiarpur (Punjab), Amritsar, Punjab,  
Anandpur Sahib 140009, India

Phone: 91 1866 6676 2800  
Fax: 91 1866 2925 6599  
Email: [customerservice@macleodspharma.com](mailto:customerservice@macleodspharma.com)  
Website: [www.macleodspharma.com](http://www.macleodspharma.com)  
CIN: U24939MH1989PLC05049

Works  
Village Theda, P.O. Lohgarh  
Tehsil Lohgarh, Dist. Sialkot  
(H.P.) 174101, India  
Phone: 01795 836137, 18

## CHECK LIST FOR JOINING - COE

S. No.	Documents required at the time of Joining
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3	Education Certificate All - Matric (10 <sup>th</sup> ), Intermediate (12 <sup>th</sup> ), Graduation, 
4	Post-Graduation (Mark sheet and provisional certificate) 
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8	Offer Letter of Macleods Pharmaceuticals Ltd. 
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	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Valbhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
Sarigam	Amit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
Sikkim	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
Indore	Amit Singh	9541447636	amitsingh@macleodspharma.com

Savigan

**MACLEODS**  
Pharmaceuticals

Offer Letter for Apprenticeship

Name Mr./Ms. Vinlesh Kumar Patel  
Dear, Vinlesh Kumar Patel

Date: 24/04/24

We are pleased to extend to you this offer of working as an Apprentice and your Education: B. Pharma  
if you accept this offer, you will begin your Apprenticeship in Department QC  
With the Company on Date 01/08/24 and will be expected to work 6 Days per week.  
You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
Your Apprenticeship is expected to complete in Month of 01/11/24 However; your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Vinlesh Kumar Patel

Mr./Ms.

**MACLEODS  
PHARMACEUTICALS  
LIMITED**

Regd. Office :  
Amita Acreage, G-101, P-101,  
Near Landhi Moti, Amritsar, Punjab  
Anchon (Estd.) A-100, 140 059, India

Phone: 91 98 6676 8800  
Fax: 91 98 2985 6599  
Email: [customer-care@macleodspharma.com](mailto:customer-care@macleodspharma.com)  
Website: [www.macleodspharma.com](http://www.macleodspharma.com)  
CR: U24939MH1989PLC059049

Works :  
Village Theda, P.O. Lehdana,  
Tehsil Baddi, Distt. Solan  
(H.P.) 174101, India  
Phone: 01795 836137, 38

70
 

### CHECK LIST FOR JOINING - COE

S. No.	Documents required at the time of Joining
1	ID proof (Aadhar Card, Voter Card )
2	PAN Card
3	Education Certificate All - Matric (10 <sup>th</sup> ) , Intermediate (12 <sup>th</sup> ), Graduation , Post-Graduation (Mark sheet and provisional certificate)
4	Photo (4) & Blue Pen
5	Bank Pass Book Copy or Bank Cheque Book
6	Offer Letter of Macleods Pharmaceuticals Ltd.
7	Colour Blindness Certificate ( Private or Govt. Hospital Accepted )
8	Reaching time at plant for Joining at 08:30 am.
9	All are advise to stay near the COE Centre.
10	Aadhar copy of Father & Mother for → Date of Birth
11	<b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

## Contact Details

COE Unit	Contact person	Contact Name	Mail ID
<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Vaibhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigam</u>	Amit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amltsingh@macleodspharma.com



Tpo CsJMU Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

---

## Re: Regarding \_ Offer Annexure of Ms. Prakhar Bajpai \_ Officer - Quality Assurance \_ Jainpur Unit !

---

231 Prakhar Bajpai <prakharbajpai817@gmail.com>  
To: tpo@csjmu.ac.in

Fri, May 3, 2024 at 4:40 PM

Good evening Ma'am

On Fri, May 3, 2024, 2:35 PM SHUKLA SHIPRA (JAINPUR) <[shiprashukla@nerolac.com](mailto:shiprashukla@nerolac.com)> wrote:

Dear Mr. Prakhar Bajpai,

### Congratulations!

Further to your association with KNPL we are pleased to offer you the position of Officer – Quality Assurance at our Jainpur Manufacturing Unit.

Looking into your skills and experience, we have worked out the best compensation structure applicable in your cadre.

Attached is the Offer Annexure for your reference please.

You are requested to kindly go through the structure and feel free to connect to understand the elements.

Once the offer is acceptable to you, please drop in a line of acceptance along with a tentative date of joining.

The next step is a pre-employment medical test. Once you have shared your offer acceptance, we will be sharing details of the medical process via Quantum Corp Health.

You can choose the nearest medical facility and schedule the pre-employment medical check-up on the portal.

Looking forward to having you on board.

Thanks & Regards,



**Shipra Shukla**

Sr. Officer-HR

Mob:8318690666

B1 & B2, G-30 to G-36, UPSIDC Industrial Estate,

Jainpur, Kanpur Dehat – 209311, Uttar Pradesh



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To know more about us visit: [www.nerolac.com](http://www.nerolac.com)

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**Kansai Nerolac Paints Ltd.**



Nerolac House, [Ganpatrao Kadam Marg,](#)  
[Lower Parel, Mumbai 400013](#)  
Phone: +91 22 2499 2500  
[www.nerolac.com](http://www.nerolac.com)

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## 6 attachments



[image001.png](#)  
1K



[image002.png](#)  
1K



[image003.png](#)  
1K



[image004.png](#)  
1K



[image005.png](#)  
1K

**NEROLAC**  
**PAINT+**

with Japanese technology

[image006.png](#)  
18K



Tpo Csjmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Re: Shortlisted candidates list I UIET CSJM College I

**RANJIT SARKAR-CORP** <ranjit.sarkar@shalimarpaints.com>  
 To: Tpo Csjmu Saurabh Gupta <tpo@csjmu.ac.in>

Fri, Apr 19, 2024 at 3:33 PM

Dear Saurabh ji,

Further to our discussion, we have shortlisted below candidates for the role of GET. However, considering the business exigencies, we are yet to get what could be their potential DOJ. We therefore would like to request you to pls. extend your due support with us, as soon as we get the update on their potential DOJ, we will release their offer letters.

Name	College	10th	12th	CGPA	Remarks
Harsh Dixit	UIET	84.00	82.00	7.54	Shortlisted
Deepanjali pandey	UIET	87.60	82.40	8.70	Shortlisted

Regards  
 Ranjit Sarkar

On Mon, Apr 8, 2024 at 3:04 PM Tpo Csjmu Saurabh Gupta <[tpo@csjmu.ac.in](mailto:tpo@csjmu.ac.in)> wrote:

Dear Ranjit Sir,

Greetings from CSJM University Placement cell .....

As per our telephonic conversation I am sending you the Updated data sheet of the Chemical & Mechanical B.Tech 2024 Batch,

Plz find the attachment ,

As per my observation all the applied students turnup for campus drive, May be 2-3 students plus or Minus,

With Warm Regards!!

**Saurabh Gupta**

**Training & Placement Officer**

**CSJM University-Kanpur UP (A++ NAAC Accredited)**

**State Government University of Uttar Pradesh - Kanpur**

**09838357567, 07651900916**

**[tpo@csjmu.ac.in](mailto:tpo@csjmu.ac.in)**

**for More: [www.csjmu.ac.in](http://www.csjmu.ac.in)**



### Offer Letter

**To,**  
**Abhay Pal,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

- All Educational certificates (original & photocopies).
- Passport size photographs x 6 copies
- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	16000	192000
Others	3000	36000
Special Allowance	6000	72000
<b>Gross (A)</b>	<b>25000</b>	<b>300000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>46667</b>	<b>560000</b>

**Total Annual Remuneration: Rs Five Lakh Sixty Thousand Only Per Annum**

**Note:**

- \* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.
- \* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.
- \* Confidentiality: The letter contains all details with regard to your salary and incentives and supersedes all earlier communications. Please note that the contents of this letter and the compensation details are confidential. Employee should refrain from discussing or sharing the same with colleagues & non-Employees.
- \* Your employment is subject to accept the term & condition of our employee handbook which will be provided you at the time of joining.
- \* You are entitled to get Business Suite after completing your one year successfully with the organization.
- \*\*Eligibility criteria for Retention Bonus is to complete one year in the organization.
- \* All the allowance part are subject to use. They cannot reimburse or not cashable.



**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

To,  
**Aman Kaushal,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

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- Passport size photographs x 6 copies
- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	16000	192000
Others	3000	36000
Special Allowance	6000	72000
<b>Gross (A)</b>	<b>25000</b>	<b>300000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>46667</b>	<b>560000</b>

**Total Annual Remuneration: Rs Five Lakh Sixty Thousand Only Per Annum**

**Note:**

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**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

**To,**  
**Harsh Dixit,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

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- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	14000	168000
Others	2000	24000
Special Allowance	5000	60000
<b>Gross (A)</b>	<b>21000</b>	<b>252000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>42667</b>	<b>512000</b>

**Total Annual Remuneration: Rs Five Lakh Twelve Thousand Only Per Annum**

**Note:**

\* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.

\* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.

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\* You are entitled to get Business Suite after completing your one year successfully with the organization.

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- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

To,  
**Mahak Srivastava,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

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Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



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<b>Annual Remuneration(A+B)</b>	<b>42667</b>	<b>512000</b>

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- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

To,  
**Pranjul Singh Bhaduria,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

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We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



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<b>Annual Remuneration(A+B)</b>	<b>46667</b>	<b>560000</b>

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- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

Sincerely,		
Human Resources		
Acceptance		
Signature	Name:	Date:



### Offer Letter

To,  
Prashant Kumar Dwivedi,  
Chhatrapati Shahu Ji Maharaj University

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

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We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	14000	168000
Others	2000	24000
Special Allowance	5000	60000
<b>Gross (A)</b>	<b>21000</b>	<b>252000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>42667</b>	<b>512000</b>

**Total Annual Remuneration: Rs Five Lakh Twelve Thousand Only Per Annum**

**Note:**

\* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.

\* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.

\* Confidentiality: The letter contains all details with regard to your salary and incentives and supersedes all earlier communications. Please note that the contents of this letter and the compensation details are confidential. Employee should refrain from discussing or sharing the same with colleagues & non-Employees.

\* Your employment is subject to accept the term & condition of our employee handbook which will be provided you at the time of joining.

\* You are entitled to get Business Suite after completing your one year successfully with the organization.

\*\*Eligibility criteria for Retention Bonus is to complete one year in the organization.

\* All the allowance part are subject to use. They cannot reimburse or not cashable.



**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

To,  
**Ritika Shukla,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

- All Educational certificates (original & photocopies).
- Passport size photographs x 6 copies
- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	16000	192000
Others	3000	36000
Special Allowance	6000	72000
<b>Gross (A)</b>	<b>25000</b>	<b>300000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>46667</b>	<b>560000</b>

**Total Annual Remuneration: Rs Five Lakh Sixty Thousand Only Per Annum**

**Note:**

- \* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.
- \* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.
- \* Confidentiality: The letter contains all details with regard to your salary and incentives and supersedes all earlier communications. Please note that the contents of this letter and the compensation details are confidential. Employee should refrain from discussing or sharing the same with colleagues & non-Employees.
- \* Your employment is subject to accept the term & condition of our employee handbook which will be provided you at the time of joining.
- \* You are entitled to get Business Suite after completing your one year successfully with the organization.
- \*\*Eligibility criteria for Retention Bonus is to complete one year in the organization.
- \* All the allowance part are subject to use. They cannot reimburse or not cashable.



**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

**To,**  
**Riya Gupta,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

- All Educational certificates (original & photocopies).
- Passport size photographs x 6 copies
- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	16000	192000
Others	3000	36000
Special Allowance	6000	72000
<b>Gross (A)</b>	<b>25000</b>	<b>300000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>46667</b>	<b>560000</b>

**Total Annual Remuneration: Rs Five Lakh Sixty Thousand Only Per Annum**

**Note:**

- \* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.
- \* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.
- \* Confidentiality: The letter contains all details with regard to your salary and incentives and supersedes all earlier communications. Please note that the contents of this letter and the compensation details are confidential. Employee should refrain from discussing or sharing the same with colleagues & non-Employees.
- \* Your employment is subject to accept the term & condition of our employee handbook which will be provided you at the time of joining.
- \* You are entitled to get Business Suite after completing your one year successfully with the organization.
- \*\*Eligibility criteria for Retention Bonus is to complete one year in the organization.
- \* All the allowance part are subject to use. They cannot reimburse or not cashable.



**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

To,  
**Shanu Singh,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

- All Educational certificates (original & photocopies).
- Passport size photographs x 6 copies
- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	16000	192000
Others	3000	36000
Special Allowance	6000	72000
<b>Gross (A)</b>	<b>25000</b>	<b>300000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>46667</b>	<b>560000</b>

**Total Annual Remuneration: Rs Five Lakh Sixty Thousand Only Per Annum**

**Note:**

- \* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.
- \* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.
- \* Confidentiality: The letter contains all details with regard to your salary and incentives and supersedes all earlier communications. Please note that the contents of this letter and the compensation details are confidential. Employee should refrain from discussing or sharing the same with colleagues & non-Employees.
- \* Your employment is subject to accept the term & condition of our employee handbook which will be provided you at the time of joining.
- \* You are entitled to get Business Suite after completing your one year successfully with the organization.
- \*\*Eligibility criteria for Retention Bonus is to complete one year in the organization.
- \* All the allowance part are subject to use. They cannot reimburse or not cashable.



**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



### Offer Letter

**To,**  
**Shweta Yadav,**  
**Chhatrapati Shahu Ji Maharaj University**

Date: 14<sup>th</sup> Oct 2023

#### **Sub: Letter of Offer for Employment**

We are pleased to offer you an appointment in our organization as Relationship Manager with effect from **15<sup>th</sup> January 2024**. You will be based in our corporate office, Realty Assistant Pvt. Ltd. Post induction your duties can be transferred to any business unit and location (PAN INDIA) as per discretion of the management.

You will be paid Annual Remuneration as detailed in Annexure – A.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

You are requested to carry the below mentioned documents at the time of joining:

- All Educational certificates (original & photocopies).
- Passport size photographs x 6 copies
- Documents of proof of residence (Permanent & Current)
- Pan Card & Aadhaar Card copy.
- NOC from College
- Attested copy of Marksheets for the first year and second year (if Applicable).

Please sign and return duplicate copy of this letter as token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

We wish you all the best

Warm Regards

*Sheetal*

Sheetal Sircar  
Vice President  
Human Resources



### Annexure – A

Salary structures as under:

Salary Component	Monthly	Yearly
Basic	14000	168000
Others	2000	24000
Special Allowance	5000	60000
<b>Gross (A)</b>	<b>21000</b>	<b>252000</b>
Business Suit Allowance	0	30000
IT Support Allowance	0	30000
Retention Bonus **	0	200000
<b>B</b>	<b>21667</b>	<b>260000</b>
<b>Annual Remuneration(A+B)</b>	<b>42667</b>	<b>512000</b>

**Total Annual Remuneration: Rs Five Lakh Twelve Thousand Only Per Annum**

**Note:**

- \* **Annual Remuneration** is usually rounded off to nearest Zero and all the deduction part of the Annual Remuneration.
- \* Income Tax declarations are to be submitted within one month of joining, failing which TDS will be computed assuming you do not have any investment for Tax Exemption.
- \* Confidentiality: The letter contains all details with regard to your salary and incentives and supersedes all earlier communications. Please note that the contents of this letter and the compensation details are confidential. Employee should refrain from discussing or sharing the same with colleagues & non-Employees.
- \* Your employment is subject to accept the term & condition of our employee handbook which will be provided you at the time of joining.
- \* You are entitled to get Business Suite after completing your one year successfully with the organization.
- \*\*Eligibility criteria for Retention Bonus is to complete one year in the organization.
- \* All the allowance part are subject to use. They cannot reimburse or not cashable.



**Retention Bonus:**

**Please Note:** - The eligibility criteria to avail the Retention Bonus of 2 lac is to complete two years in the organization. But on a good faith we will be releasing the same as per points given below -

- 30% of 2 Lac on the completion of 1st year,
- 70% of 2 Lac on the completion of 2nd year

<b>Sincerely,</b>		
<b>Human Resources</b>		
<b>Acceptance</b>		
<hr/> <hr/>		
<b>Signature</b>	<b>Name:</b>	<b>Date:</b>



## CSJM University Placement Cell

By virtue of the blessings and guidance  
of Hon'ble Vice-Chancellor sir, the  
following students have been placed in  
Hike Education.

Sr. No.	Candidate Name	Course/Branch	CTC Offered
1	Khyati Singh	B.Tech IT	5.82 LPA
2	Amisha Singh	B.Tech IT	5.82 LPA
3	Aditya Agarwal	B.Tech IT	5.82 LPA
4	Prashasti Yadav	B.Tech IT	5.82 LPA
5	Punit Mishra	B.Tech CHE	5.82 LPA
6	Meghna Dwivedi	MCA	6.18 LPA
7	Ananya Chaturvedi	B.Com (HON.)	5.46 LPA



### Offer Letter

Date: 20/11/2023

Dear Aman Kaushal

With reference to your application, we are pleased to offer you an employment opportunity with Learning Routes Pvt. Ltd. on mutually agreed terms and conditions.

The details of the offer are provided below:

**Designation :** Sales Associate  
**Location :** Yet to be assigned  
**Tentative DOJ :** Yet to be assigned

We are confident that you would play a pivotal role in strengthening the team.  
This offer is being made to you on the following terms and conditions:

#### SALARY

1. Your cost to the Company shall be **6.06 LPA** per annum.
2. In Hand Salary – **30,000/- p.m.**
3. Detailed structure is as mentioned below:

**Cost to the Company: Annexure –A**

Fixed Component	Monthly	Yearly
Basic	12000	144000
House Rent Allowance	9000	108000
Conveyance Allowance	2400	28800
Medical Allowance	1800	21600
Special Allowance	4800	57600
<b>Gross Total (A)</b>	<b>30,000</b>	<b>3,60,000</b>

\*Tax will be deducted applicable as per rule.

Variable Components	Monthly	Yearly
Salary Revision (Payable post the completion of monthly targets during probation period)	3000	18000
Incentives (Based on performance)	12000	144000
Performance cum Continuity Bonus	1500	18000
Punctuality Bonus	1000	12000
DTA (Meeting Travel Allowance)	4500	54000
<b>Total (B)</b>	<b>22,000</b>	<b>2,46,000</b>

<b>COST TO COMPANY(A)+(B)</b>	<b>52,000</b>	<b>6,06,000</b>
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4. This offer is provisional in nature and the detailed appointment letter shall be provided to you on joining subsequent to satisfactory completion of the joining formalities.
5. Matter of your compensation is confidential information of the company. Any discussion or disclosure of your compensation with anybody other than your departmental head or HR will be considered as breach of agreement by you.
6. You will be on probation for a period of Six months, which may be extended further at the discretion of the Company.
7. Employment is subject to Document Verification.
8. This offer of appointment is valid until 30<sup>th</sup> November, 2023 for acceptance. If we do not hear from you by 30<sup>th</sup> November, 2023 i.e. the date on which validity of the offer expires, this offer shall be treated as withdrawn.
9. Employment is subject to Training Clearance.
10. During probation, you will be required to serve 30 days' notice or pay 30 days' Gross salary in lieu of notice. Post confirmation, your appointment can be discontinued by either party by serving 45 days' notice or by payment of 45 days' Gross salary in lieu of notice.
11. Your services are transferable anywhere in India, at any time, as per the business requirements
12. Joining shall be considered confirmed once you complete the training period for 5 days, failing to do so you shall be marked as a dropout with no paydays.
13. If you accept the above, you are required to produce the following documents on the date of joining:
  - PAN Card
  - Aadhar Card
  - Certificates & mark sheets of Highest educational qualification
  - Salary slips for Last Three Months
  - Resignation Acceptance Letter of current company
  - Two Passport Size Photographs
  - Cancelled Cheque – Bank Details



14. You hereby authorize the Company or any external agency appointed by the Company to verify:

- a) Education
- b) Employment
- c) Conduct other background checks prior to your joining the Company or thereafter.

Your appointment is contingent upon successful completion of the background check and the Company reserves the right to end your employment should the results of your background investigation be negative

15. The management also reserves the right to withdraw the said offer in case you are found medically unfit.

Thanks & Regards,  
**Ishita Mahajan**  
**Int. Human Resource Head**  
**+91 9773838585**

### **Acceptance Letter**

**I, having gone through the terms and conditions of the service being offered to me hereby, pleased to accept the offer after agreeing fully to the terms.**

**Signature-**

**Date-**



### Offer Letter

Date: 20/11/2023

Dear Anshuman Singh

With reference to your application, we are pleased to offer you an employment opportunity with Learning Routes Pvt. Ltd. on mutually agreed terms and conditions.

The details of the offer are provided below:

**Designation :** Sales Associate  
**Location :** Yet to be assigned  
**Tentative DOJ :** Yet to be assigned

We are confident that you would play a pivotal role in strengthening the team.  
This offer is being made to you on the following terms and conditions:

#### SALARY

1. Your cost to the Company shall be **5.70 LPA** per annum.
2. In Hand Salary – **27,000/- p.m.**
3. Detailed structure is as mentioned below:

**Cost to the Company: Annexure –A**

Fixed Component	Monthly	Yearly
Basic	10800	129600
House Rent Allowance	8100	97200
Conveyance Allowance	2160	25920
Medical Allowance	1620	19440
Special Allowance	4320	51840
<b>Gross Total (A)</b>	<b>27,000</b>	<b>3,24,000</b>

\*Tax will be deducted applicable as per rule.

Variable Components	Monthly	Yearly
Salary Revision (Payable post the completion of monthly targets during the probation period)	3000	18000
Incentives (Based on performance)	12000	144000
Performance cum Continuity Bonus	1500	18000
Punctuality Bonus	1000	12000
DTA (Meeting Travel Allowance)	4500	54000
<b>Total (B)</b>	<b>22,000</b>	<b>2,46,000</b>

<b>COST TO COMPANY(A)+(B)</b>	<b>49,000</b>	<b>5,70,000</b>
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4. This offer is provisional in nature and the detailed appointment letter shall be provided to you on joining subsequent to satisfactory completion of the joining formalities.
5. Matter of your compensation is confidential information of the company. Any discussion or disclosure of your compensation with anybody other than your departmental head or HR will be considered as breach of agreement by you.
6. You will be on probation for a period of Six months, which may be extended further at the discretion of the Company.
7. Employment is subject to Document Verification.
8. This offer of appointment is valid until 30<sup>th</sup> November, 2023 for acceptance. If we do not hear from you by 30<sup>th</sup> November, 2023 i.e. the date on which validity of the offer expires, this offer shall be treated as withdrawn.
9. Employment is subject to Training Clearance.
10. During probation, you will be required to serve 30 days' notice or pay 30 days' Gross salary in lieu of notice. Post confirmation, your appointment can be discontinued by either party by serving 45 days' notice or by payment of 45 days' Gross salary in lieu of notice.
11. Your services are transferable anywhere in India, at any time, as per the business requirements
12. Joining shall be considered confirmed once you complete the training period for 5 days, failing to do so you shall be marked as a dropout with no paydays.
13. If you accept the above, you are required to produce the following documents on the date of joining:
  - PAN Card
  - Aadhar Card
  - Certificates & mark sheets of Highest educational qualification
  - Salary slips for Last Three Months
  - Resignation Acceptance Letter of current company
  - Two Passport Size Photographs
  - Cancelled Cheque – Bank Details



14. You hereby authorize the Company or any external agency appointed by the Company to verify:

- a) Education
- b) Employment
- c) Conduct other background checks prior to your joining the Company or thereafter.

Your appointment is contingent upon successful completion of the background check and the Company reserves the right to end your employment should the results of your background investigation be negative

15. The management also reserves the right to withdraw the said offer in case you are found medically unfit.

Thanks & Regards,  
**Ishita Mahajan**  
**Int. Human Resource Head**  
**+91 9773838585**

### **Acceptance Letter**

**I, having gone through the terms and conditions of the service being offered to me hereby, pleased to accept the offer after agreeing fully to the terms.**

**Signature-**

**Date-**



### Offer Letter

Date: 20/11/2023

Dear Ritik Ojha

With reference to your application, we are pleased to offer you an employment opportunity with Learning Routes Pvt. Ltd. on mutually agreed terms and conditions.

The details of the offer are provided below:

**Designation :** Sales Associate  
**Location :** Yet to be assigned  
**Tentative DOJ :** Yet to be assigned

We are confident that you would play a pivotal role in strengthening the team.  
This offer is being made to you on the following terms and conditions:

#### SALARY

1. Your cost to the Company shall be **5.70 LPA** per annum.
2. In Hand Salary – **27,000/- p.m.**
3. Detailed structure is as mentioned below:

**Cost to the Company: Annexure –A**

Fixed Component	Monthly	Yearly
Basic	10800	129600
House Rent Allowance	8100	97200
Conveyance Allowance	2160	25920
Medical Allowance	1620	19440
Special Allowance	4320	51840
<b>Gross Total (A)</b>	<b>27,000</b>	<b>3,24,000</b>

\*Tax will be deducted applicable as per rule.

Variable Components	Monthly	Yearly
Salary Revision (Payable post the completion of monthly targets during the probation period)	3000	18000
Incentives (Based on performance)	12000	144000
Performance cum Continuity Bonus	1500	18000
Punctuality Bonus	1000	12000
DTA (Meeting Travel Allowance)	4500	54000
<b>Total (B)</b>	<b>22,000</b>	<b>2,46,000</b>

<b>COST TO COMPANY(A)+(B)</b>	<b>49,000</b>	<b>5,70,000</b>
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4. This offer is provisional in nature and the detailed appointment letter shall be provided to you on joining subsequent to satisfactory completion of the joining formalities.
5. Matter of your compensation is confidential information of the company. Any discussion or disclosure of your compensation with anybody other than your departmental head or HR will be considered as breach of agreement by you.
6. You will be on probation for a period of Six months, which may be extended further at the discretion of the Company.
7. Employment is subject to Document Verification.
8. This offer of appointment is valid until 30<sup>th</sup> November, 2023 for acceptance. If we do not hear from you by 30<sup>th</sup> November, 2023 i.e. the date on which validity of the offer expires, this offer shall be treated as withdrawn.
9. Employment is subject to Training Clearance.
10. During probation, you will be required to serve 30 days' notice or pay 30 days' Gross salary in lieu of notice. Post confirmation, your appointment can be discontinued by either party by serving 45 days' notice or by payment of 45 days' Gross salary in lieu of notice.
11. Your services are transferable anywhere in India, at any time, as per the business requirements
12. Joining shall be considered confirmed once you complete the training period for 5 days, failing to do so you shall be marked as a dropout with no paydays.
13. If you accept the above, you are required to produce the following documents on the date of joining:
  - PAN Card
  - Aadhar Card
  - Certificates & mark sheets of Highest educational qualification
  - Salary slips for Last Three Months
  - Resignation Acceptance Letter of current company
  - Two Passport Size Photographs
  - Cancelled Cheque – Bank Details



14. You hereby authorize the Company or any external agency appointed by the Company to verify:

- a) Education
- b) Employment
- c) Conduct other background checks prior to your joining the Company or thereafter.

Your appointment is contingent upon successful completion of the background check and the Company reserves the right to end your employment should the results of your background investigation be negative

15. The management also reserves the right to withdraw the said offer in case you are found medically unfit.

Thanks & Regards,  
**Ishita Mahajan**  
**Int. Human Resource Head**  
**+91 9773838585**

### **Acceptance Letter**

**I, having gone through the terms and conditions of the service being offered to me hereby, pleased to accept the offer after agreeing fully to the terms.**

**Signature-**

**Date-**



### Offer Letter

Date: 20/11/2023

Dear Rohit Kumar Maurya

With reference to your application, we are pleased to offer you an employment opportunity with Learning Routes Pvt. Ltd. on mutually agreed terms and conditions.

The details of the offer are provided below:

**Designation :** Sales Associate  
**Location :** Yet to be assigned  
**Tentative DOJ :** Yet to be assigned

We are confident that you would play a pivotal role in strengthening the team.  
This offer is being made to you on the following terms and conditions:

#### SALARY

1. Your cost to the Company shall be **5.70 LPA** per annum.
2. In Hand Salary – **27,000/- p.m.**
3. Detailed structure is as mentioned below:

**Cost to the Company: Annexure –A**

Fixed Component	Monthly	Yearly
Basic	10800	129600
House Rent Allowance	8100	97200
Conveyance Allowance	2160	25920
Medical Allowance	1620	19440
Special Allowance	4320	51840
<b>Gross Total (A)</b>	<b>27,000</b>	<b>3,24,000</b>

\*Tax will be deducted applicable as per rule.

Variable Components	Monthly	Yearly
Salary Revision (Payable post the completion of monthly targets during the probation period)	3000	18000
Incentives (Based on performance)	12000	144000
Performance cum Continuity Bonus	1500	18000
Punctuality Bonus	1000	12000
DTA (Meeting Travel Allowance)	4500	54000
<b>Total (B)</b>	<b>22,000</b>	<b>2,46,000</b>

<b>COST TO COMPANY(A)+(B)</b>	<b>49,000</b>	<b>5,70,000</b>
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4. This offer is provisional in nature and the detailed appointment letter shall be provided to you on joining subsequent to satisfactory completion of the joining formalities.
5. Matter of your compensation is confidential information of the company. Any discussion or disclosure of your compensation with anybody other than your departmental head or HR will be considered as breach of agreement by you.
6. You will be on probation for a period of Six months, which may be extended further at the discretion of the Company.
7. Employment is subject to Document Verification.
8. This offer of appointment is valid until 30<sup>th</sup> November, 2023 for acceptance. If we do not hear from you by 30<sup>th</sup> November, 2023 i.e. the date on which validity of the offer expires, this offer shall be treated as withdrawn.
9. Employment is subject to Training Clearance.
10. During probation, you will be required to serve 30 days' notice or pay 30 days' Gross salary in lieu of notice. Post confirmation, your appointment can be discontinued by either party by serving 45 days' notice or by payment of 45 days' Gross salary in lieu of notice.
11. Your services are transferable anywhere in India, at any time, as per the business requirements
12. Joining shall be considered confirmed once you complete the training period for 5 days, failing to do so you shall be marked as a dropout with no paydays.
13. If you accept the above, you are required to produce the following documents on the date of joining:
  - PAN Card
  - Aadhar Card
  - Certificates & mark sheets of Highest educational qualification
  - Salary slips for Last Three Months
  - Resignation Acceptance Letter of current company
  - Two Passport Size Photographs
  - Cancelled Cheque – Bank Details



14. You hereby authorize the Company or any external agency appointed by the Company to verify:

- a) Education
- b) Employment
- c) Conduct other background checks prior to your joining the Company or thereafter.

Your appointment is contingent upon successful completion of the background check and the Company reserves the right to end your employment should the results of your background investigation be negative

15. The management also reserves the right to withdraw the said offer in case you are found medically unfit.

Thanks & Regards,  
**Ishita Mahajan**  
**Int. Human Resource Head**  
**+91 9773838585**

### **Acceptance Letter**

**I, having gone through the terms and conditions of the service being offered to me hereby, pleased to accept the offer after agreeing fully to the terms.**

**Signature-**

**Date-**



### Offer Letter

Date: 20/11/2023

Dear **Shanu Singh**

With reference to your application, we are pleased to offer you an employment opportunity with Learning Routes Pvt. Ltd. on mutually agreed terms and conditions.

The details of the offer are provided below:

**Designation** : **Sales Associate**  
**Location** : **Yet to be assigned**  
**Tentative DOJ** : **Yet to be assigned**

We are confident that you would play a pivotal role in strengthening the team.  
This offer is being made to you on the following terms and conditions:

#### SALARY

1. Your cost to the Company shall be **6.06 LPA** per annum.
2. In Hand Salary – **30,000/- p.m.**
3. Detailed structure is as mentioned below:

**Cost to the Company: Annexure –A**

Fixed Component	Monthly	Yearly
Basic	12000	144000
House Rent Allowance	9000	108000
Conveyance Allowance	2400	28800
Medical Allowance	1800	21600
Special Allowance	4800	57600
<b>Gross Total (A)</b>	<b>30,000</b>	<b>3,60,000</b>

**\*Tax will be deducted applicable as per rule.**

Variable Components	Monthly	Yearly
Salary Revision (Payable post the completion of monthly targets during probation period)	3000	18000
Incentives (Based on performance)	12000	144000
Performance cum Continuity Bonus	1500	18000
Punctuality Bonus	1000	12000
DTA (Meeting Travel Allowance)	4500	54000
<b>Total (B)</b>	<b>22,000</b>	<b>2,46,000</b>

<b>COST TO COMPANY(A)+(B)</b>	<b>52,000</b>	<b>6,06,000</b>
-------------------------------	---------------	-----------------



4. This offer is provisional in nature and the detailed appointment letter shall be provided to you on joining subsequent to satisfactory completion of the joining formalities.
5. Matter of your compensation is confidential information of the company. Any discussion or disclosure of your compensation with anybody other than your departmental head or HR will be considered as breach of agreement by you.
6. You will be on probation for a period of Six months, which may be extended further at the discretion of the Company.
7. Employment is subject to Document Verification.
8. This offer of appointment is valid until 30<sup>th</sup> November, 2023 for acceptance. If we do not hear from you by 30<sup>th</sup> November, 2023 i.e. the date on which validity of the offer expires, this offer shall be treated as withdrawn.
9. Employment is subject to Training Clearance.
10. During probation, you will be required to serve 30 days' notice or pay 30 days' Gross salary in lieu of notice. Post confirmation, your appointment can be discontinued by either party by serving 45 days' notice or by payment of 45 days' Gross salary in lieu of notice.
11. Your services are transferable anywhere in India, at any time, as per the business requirements
12. Joining shall be considered confirmed once you complete the training period for 5 days, failing to do so you shall be marked as a dropout with no paydays.
13. If you accept the above, you are required to produce the following documents on the date of joining:
  - PAN Card
  - Aadhar Card
  - Certificates & mark sheets of Highest educational qualification
  - Salary slips for Last Three Months
  - Resignation Acceptance Letter of current company
  - Two Passport Size Photographs
  - Cancelled Cheque – Bank Details



14. You hereby authorize the Company or any external agency appointed by the Company to verify:

- a) Education
- b) Employment
- c) Conduct other background checks prior to your joining the Company or thereafter.

Your appointment is contingent upon successful completion of the background check and the Company reserves the right to end your employment should the results of your background investigation be negative

15. The management also reserves the right to withdraw the said offer in case you are found medically unfit.

Thanks & Regards,  
**Ishita Mahajan**  
**Int. Human Resource Head**  
**+91 9773838585**

### **Acceptance Letter**

**I, having gone through the terms and conditions of the service being offered to me hereby, pleased to accept the offer after agreeing fully to the terms.**

**Signature-**

**Date-**

Date: 28/05/2024

Namrata  
91, Banduhar Civil lines, Unnao (UP)

Sub: Offer Letter for the Post of **Trainee- Design Engineer**

Dear Namrata,

We are delighted to offer you an offer letter for employment as a trainee with our Company on a full time basis for a period of 6 Months.

With Reference to our campus interview and subsequent interview you had with us, we are pleased to offer you an appointment with us as per the following terms and conditions mentioned below.

1. **Designation:** You shall be posted as **Trainee- Design Engineer** initially at Our Noida, Uttar Pradesh Location
2. You Shall report to the Reporting Manager- **Rahul Chauhan**
3. Date of Joining: On or before **17/06/2024**.
4. **TRAINEE PERIOD: 6 MONTHS -**
5. **STIPEND of Rs. 15000/-**
  - ❖ Certificates supporting your education along with mark sheets, 10th Certificate, 12th Certificate.
  - ❖ Degree Certificate & OR master's Certificate /year-wise Mark sheets.
  - ❖ Diploma/PG Diploma Certificate & Transcripts. Any other Certificates with supporting documents - if any

**Other Benefits:(Post-Training Employment:)**

Upon the successful completion of your training period, and based on your performance and the business needs of the company, we are pleased to inform you that you will be offered a permanent position on our company payroll.

1. Paid Time Off- Leaves- 6 Casual Leaves (CL), 6 Sick Leaves (SL) and 15 Privilege Leave (PL)
2. Health Insurance-1- Group Personal Accidental Policy of Rs. 10,00,000.00
3. Health Insurance-2-Group Mediclaim Policy of Rs. 3,00,000.00 (If Gross salary is above Rs. 21,000.00)
4. ESI Enrollment (If salary is below Rs. 21,000.00)
5. EPF facility (if opted)
6. Professional Development: Access to training and development programs to further your career growth.

**Confidentiality Agreement:** You will be required to sign a confidentiality agreement as part of your employment terms.

**Termination:** Either party may terminate this agreement with 15 days notice during the training period. Post-training, termination will be subject to the company's employment policies.

This offer will stand automatically cancelled and withdrawn in case you have not accepted in 3 working days or are not able to produce the Required Documents.

We Welcome you to our Company and look forward to having a long and mutually beneficial association.

We are confident that you will find your experience at [Company Name] both challenging and rewarding. We look forward to your affirmative response and are excited to welcome you to our team.





Date: 28/05/2024

Namrata

91, Banduhar Civil lines, Unnao (UP)

Sub: Offer Letter for the Post of Trainee- Design Engineer

Dear Namrata,

We are delighted to offer you an offer letter for employment as a trainee with our Company on a full time basis for a period of 6 Months.

With Reference to our campus interview and subsequent interview you had with us, we are pleased to offer you an appointment with us as per the following terms and conditions mentioned below.

1. **Designation:** You shall be posted as Trainee- Design Engineer initially at Our Noida, Uttar Pradesh Location
2. You Shall report to the Reporting Manager- Rahul Chauhan
3. Date of Joining: On or before 17/06/2024.
4. **TRAINEE PERIOD: 6 MONTHS -**
5. **STIPEND of Rs. 15000/-**
  - ❖ Certificates supporting your education along with mark sheets, 10th Certificate, 12th Certificate.
  - ❖ Degree Certificate & OR master's Certificate /year-wise Mark sheets.
  - ❖ Diploma/PG Diploma Certificate & Transcripts. Any other Certificates with supporting documents - if any

#### Other Benefits:(Post-Training Employment):

Upon the successful completion of your training period, and based on your performance and the business needs of the company, we are pleased to inform you that you will be offered a permanent position on our company payroll.

1. Paid Time Off- Leaves- 6 Casual Leaves (CL), 6 Sick Leaves (SL) and 15 Privilege Leave (PL)
2. Health Insurance-1- Group Personal Accidental Policy of Rs. 10,00,000.00
3. Health Insurance-2-Group Mediclaim Policy of Rs. 3,00,000.00 (If Gross salary is above Rs. 21,000.00)
4. ESI Enrollment (If salary is below Rs. 21,000.00)
5. EPF facility (if opted)
6. Professional Development: Access to training and development programs to further your career growth.

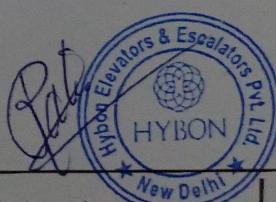
**Confidentiality Agreement:** You will be required to sign a confidentiality agreement as part of your employment terms.

**Termination:** Either party may terminate this agreement with 15 days notice during the training period. Post-training, termination will be subject to the company's employment policies.

This offer will stand automatically cancelled and withdrawn in case you have not accepted in 3 working days or are not able to produce the Required Documents.

We Welcome you to our Company and look forward to having a long and mutually beneficial association.

We are confident that you will find your experience at [Company Name] both challenging and rewarding. We look forward to your affirmative response and are excited to welcome you to our team.



Date: 13-Jun-2024

**AEROLLOY TECHNOLOGIES LIMITED**  
Advanced Manufacturing & Technology Centre  
NH 25A, Sarai Shahjadi  
Lucknow 227 101, Uttar Pradesh, India  
**PRIVATE AND CONFIDENTIAL**

To,  
Mr./Ms. Akhilesh Kumar  
College Name - Chhatrapati Shahu Ji Maharaj University, Kanpur

**Sub: – Offer Letter**

Dear Akhilesh Kumar,

We are glad to inform you that you have been selected for the position of **Graduate Engineer Trainee** in **Aerolloy Technologies Limited** for a period of 1 year. After successful completion of 1 year of training period and based on your performance you will be promoted on grade of L4C- Executive band of the company.

During the training period, you are required to undertake all duties and activities assigned to you by your reporting manager.

The total remunerations during the training period including all taxes and other benefits shall be **Rs. 2.50 LPA** on a cost-to-company basis. The break-up of the Compensation is given in **Annexure-1**.

We welcome you to **Aerolloy Technologies Limited** and hope that you shall carry out your duties with full commitment and dedication. Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

The formal appointment letter will be issued upon acceptance of the Offer Letter. In addition, you may also be required to sign a separate agreement for the enforceability of this clause.

At the time of joining, please bring this letter with you along with the following details:

- Academic Testimonials
- Professional Certifications
- Seven (7) recent passport-size photographs
- Copy of PAN Card
- Copy of Aadhar Card
- Medical fitness certificate and eye test report
- Blood Group Certificate
- Bank account details
- NoC from Collage

Your current place of posting shall be in Lucknow.

Your joining date shall be **14-Jun-2024**. In case you fail to join by the date mentioned, the management reserves the right to cancel your appointment.

For **Aerolloy Technologies Limited**

  
Pawan Kumar Verma  
Assistant Manager - HR

I hereby confirm that I have read and understood the above terms and conditions and I accept the offer of employment by Aerolloy Technologies Limited

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Annexure I**  
**Stipend Details**

<b>Name</b>	Akhilesh Kumar
<b>Designation</b>	Graduate Engineer Trainee

<b>Details</b>	<b>Monthly</b>	<b>Annual</b>
Stipend	18603	223240
<b>A) Gross</b>	<b>18603</b>	<b>223240</b>
i) Employer ESIC	605	7260
<b>B) Cost to Company (A+i)</b>	<b>19208</b>	<b>230500</b>
<b>Deductions</b>		
C) Employee ESIC	140	1680
<b>D) Net Payable (A-C)</b>	<b>18463</b>	<b>221560</b>
<b>Other additional payment</b>		
E) Uniform*		1500
F) Transportation**	1500	18000
<b>Total Annual Cost to Company (B+F+G+H)</b>		<b>250000</b>

**Notes –**

\*Uniform: 2 shirts will be provided by the company which cost Rs. 1500.

\*\* Transportation amount is reimbursable based on actual presence or forfeited if using company transportation

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Date: 13-Jun-2024

**AEROLLOY TECHNOLOGIES LIMITED**  
Advanced Manufacturing & Technology Centre  
NH 25A, Sarai Shahjadi  
Lucknow 227 101, Uttar Pradesh, India  
**PRIVATE AND CONFIDENTIAL**

To,  
Mr./Ms. Anvesha Kumari  
College Name - University Institute of Engineering and Technology, CSJMU

**Sub: – Offer Letter**

Dear Anvesha Kumari,

We are glad to inform you that you have been selected for the position of **Graduate Engineer Trainee in Aerolloy Technologies Limited** for a period of 1 year. After successful completion of 1 year of training period and based on your performance you will be promoted on grade of L4C- Executive band of the company.

During the training period, you are required to undertake all duties and activities assigned to you by your reporting manager.

The total remunerations during the training period including all taxes and other benefits shall be **Rs. 2.50 LPA** on a cost-to-company basis. The break-up of the Compensation is given in **Annexure-1**.

We welcome you to **Aerolloy Technologies Limited** and hope that you shall carry out your duties with full commitment and dedication. Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

The formal appointment letter will be issued upon acceptance of the Offer Letter. In addition, you may also be required to sign a separate agreement for the enforceability of this clause.

At the time of joining, please bring this letter with you along with the following details:

- Academic Testimonials
- Professional Certifications
- Seven (7) recent passport-size photographs
- Copy of PAN Card
- Copy of Aadhar Card
- Medical fitness certificate and eye test report
- Blood Group Certificate
- Bank account details
- NoC from Collage

Your current place of posting shall be in Lucknow.

Your joining date shall be **14-Jun-2024**. In case you fail to join by the date mentioned, the management reserves the right to cancel your appointment.

For **Aerolloy Technologies Limited**



**Pawan Kumar Verma**  
Assistant Manager - HR

**I hereby confirm that I have read and understood the above terms and conditions and I accept the offer of employment by Aerolloy Technologies Limited**

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Annexure I**  
**Stipend Details**

<b>Name</b>	Anvesha Kumari
<b>Designation</b>	Graduate Engineer Trainee

<b>Details</b>	<b>Monthly</b>	<b>Annual</b>
Stipend	18603	223240
<b>A) Gross</b>	<b>18603</b>	<b>223240</b>
i) Employer ESIC	605	7260
<b>B) Cost to Company (A+i)</b>	<b>19208</b>	<b>230500</b>
<b>Deductions</b>		
C) Employee ESIC	140	1680
<b>D) Net Payable (A-C)</b>	<b>18463</b>	<b>221560</b>
<b>Other additional payment</b>		
E) Uniform*		1500
F) Transportation**	1500	18000
<b>Total Annual Cost to Company (B+F+G+H)</b>		<b>250000</b>

**Notes –**

\*Uniform: 2 shirts will be provided by the company which cost Rs. 1500.

\*\* Transportation amount is reimbursable based on actual presence or forfeited if using company transportation

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Part of Annexure-F

Ref No: ATL/IMS/M-01

Updated On.: 14/10/2023

## **JOB DESCRIPTION**

**Job Title : Mechanical Engineer (Fresh Graduate)**

**Company : PTC Industries Limited, Lucknow**

**Job Location : Lucknow**

### **About us:**

Quality, innovation, and advanced technologies define PTC Industries Limited, as one of the world's leading suppliers of high-precision metal components for critical and super-critical operations across a wide range of segments including Aerospace, Defence, and Industrial. The Company's commitment to unmatched quality has helped it to emerge as a preferred partner to its customers across the world. PTC's journey started in 1963 as its founders were driven with an aim to manufacture high-quality castings that were at par with the best in the world for their chosen areas of applications.

### **Roles & Responsibilities**

**Job Summary:** As a Mechanical Engineer, you will be an integral part of our engineering team, working on a wide range of projects related to aerospace investment casting. This role offers an exciting opportunity for a fresh graduate to kickstart their career in a dynamic and specialized industry.

### **Key Responsibilities:**

- **Design and Analysis:**
  - Collaborate with senior engineers to design investment casting components for aerospace applications.
  - Utilize CAD software for modeling and drafting.
- **Process Optimization**
  - Assist in developing and refining casting processes to enhance efficiency and quality.
  - Work closely with production teams to implement improvements on the shop floor.
- **Quality Assurance:**
  - Participate in quality control activities, including inspection and testing of castings.
  - Analyze and address non-conformities and implement corrective actions.
- **Material Selection:**
  - Assist in the selection of materials for specific casting applications, considering factors such as strength, weight, and cost.
- **Research and Development:**
  - Stay updated on industry trends and emerging technologies related to investment casting.
  - Contribute to research projects aimed at advancing casting techniques.
- **Documentation and Reporting:**
  - Prepare technical reports, documentation, and project status updates.

- Maintain accurate records of design iterations, simulations, and test results.

## Desired Candidate Profile

### Education and Certifications:

- Bachelor's degree in Mechanical Engineering
- Strong understanding of engineering principles, with a focus on materials and manufacturing processes.
- Proficiency in CAD software (e.g., SolidWorks, AutoCAD).
- Excellent problem-solving and analytical skills.
- Strong communication and teamwork abilities.

## Benefits

- Competitive salary for B.Tech – Mechanical Rs. 2.50 LPA
- Opportunities for professional development and training.
- Access to cutting-edge technology and tools.
- Collaborative and supportive work environment.

## Terms & Condition

- The selected candidates will have to sign a minimum 3-year employment agreement with our company, which includes 1 year as a Graduate Engineer Trainee (GET) and 2 years as an Engineer.
- After successful completion of 1 year of the training period and based on the performance you will be promoted to the level of Engineer.
- During the training period, you are required to undertake all duties and activities assigned to you by



Office Address: PTC Industries Limited Lucknow,  
Advance Manufacturing & Technology Center  
NH – 25 A, Sarai Shahjadi, Lucknow 227 101, Uttar Pradesh, INDIA  
[https://www.ptcil.com/](http://www.ptcil.com/)

Date: 13-Jun-2024

**AEROLLOY TECHNOLOGIES LIMITED**  
Advanced Manufacturing & Technology Centre  
NH 25A, Sarai Shahjadi  
Lucknow 227 101, Uttar Pradesh, India  
**PRIVATE AND CONFIDENTIAL**

To,  
Mr./Ms. Neelanchal Verma  
College Name - University Institute of Engineering and Technology, CSJMU

**Sub: – Offer Letter**

Dear Neelanchal Verma,

We are glad to inform you that you have been selected for the position of **Graduate Engineer Trainee in Aerolloy Technologies Limited** for a period of 1 year. After successful completion of 1 year of training period and based on your performance you will be promoted on grade of L4C- Executive band of the company.

During the training period, you are required to undertake all duties and activities assigned to you by your reporting manager.

The total remunerations during the training period including all taxes and other benefits shall be **Rs. 2.50 LPA** on a cost-to-company basis. The break-up of the Compensation is given in **Annexure-1**.

We welcome you to **Aerolloy Technologies Limited** and hope that you shall carry out your duties with full commitment and dedication. Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

The formal appointment letter will be issued upon acceptance of the Offer Letter. In addition, you may also be required to sign a separate agreement for the enforceability of this clause.

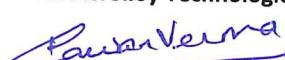
At the time of joining, please bring this letter with you along with the following details:

- Academic Testimonials
- Professional Certifications
- Seven (7) recent passport-size photographs
- Copy of PAN Card
- Copy of Aadhar Card
- Medical fitness certificate and eye test report
- Blood Group Certificate
- Bank account details
- NoC from Collage

Your current place of posting shall be in Lucknow.

Your joining date shall be **14-Jun-2024**. In case you fail to join by the date mentioned, the management reserves the right to cancel your appointment.

For Aerolloy Technologies Limited



Pawan Kumar Verma  
Assistant Manager - HR

I hereby confirm that I have read and understood the above terms and conditions and I accept the offer of employment by Aerolloy Technologies Limited

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Annexure I**  
**Stipend Details**

<b>Name</b>	Neelanchal Verma
<b>Designation</b>	Graduate Engineer Trainee

<b>Details</b>	<b>Monthly</b>	<b>Annual</b>
Stipend	18603	223240
<b>A) Gross</b>	<b>18603</b>	<b>223240</b>
i) Employer ESIC	605	7260
<b>B) Cost to Company (A+i)</b>	<b>19208</b>	<b>230500</b>
<b>Deductions</b>		
C) Employee ESIC	140	1680
<b>D) Net Payable (A-C)</b>	<b>18463</b>	<b>221560</b>
<b>Other additional payment</b>		
E) Uniform*		1500
F) Transportation**	1500	18000
<b>Total Annual Cost to Company (B+F+G+H)</b>		<b>250000</b>

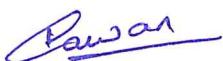
**Notes –**

\*Uniform: 2 shirts will be provided by the company which cost Rs. 1500.

\*\* Transportation amount is reimbursable based on actual presence or forfeited if using company transportation

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Date: 13-Jun-2024

**AEROLLOY TECHNOLOGIES LIMITED**  
Advanced Manufacturing & Technology Centre  
NH 25A, Sarai Shahjadi  
Lucknow 227 101, Uttar Pradesh, India  
**PRIVATE AND CONFIDENTIAL**

To,  
Mr./Ms. Priyanshi Katiyar  
College Name - University Institute of Engineering and Technology, CSJMU

**Sub: – Offer Letter**

Dear Priyanshi Katiyar,

We are glad to inform you that you have been selected for the position of **Graduate Engineer Trainee in Aerolloy Technologies Limited** for a period of 1 year. After successful completion of 1 year of training period and based on your performance you will be promoted on grade of L4C- Executive band of the company.

During the training period, you are required to undertake all duties and activities assigned to you by your reporting manager.

The total remunerations during the training period including all taxes and other benefits shall be **Rs. 2.50 LPA** on a cost-to-company basis. The break-up of the Compensation is given in **Annexure-1**.

We welcome you to **Aerolloy Technologies Limited** and hope that you shall carry out your duties with full commitment and dedication. Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

The formal appointment letter will be issued upon acceptance of the Offer Letter. In addition, you may also be required to sign a separate agreement for the enforceability of this clause.

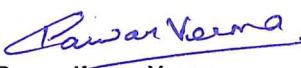
At the time of joining, please bring this letter with you along with the following details:

- Academic Testimonials
- Professional Certifications
- Seven (7) recent passport-size photographs
- Copy of PAN Card
- Copy of Aadhar Card
- Medical fitness certificate and eye test report
- Blood Group Certificate
- Bank account details
- NoC from Collage

Your current place of posting shall be in Lucknow.

Your joining date shall be **14-Jun-2024**. In case you fail to join by the date mentioned, the management reserves the right to cancel your appointment.

For **Aerolloy Technologies Limited**

  
Pawan Kumar Verma  
Assistant Manager - HR

I hereby confirm that I have read and understood the above terms and conditions and I accept the offer of employment by **Aerolloy Technologies Limited**

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Annexure I**  
**Stipend Details**

<b>Name</b>	Priyanshi Katiyar
<b>Designation</b>	Graduate Engineer Trainee

<b>Details</b>	<b>Monthly</b>	<b>Annual</b>
Stipend	18603	223240
<b>A) Gross</b>	<b>18603</b>	<b>223240</b>
i) Employer ESIC	605	7260
<b>B) Cost to Company (A+i)</b>	<b>19208</b>	<b>230500</b>
<b>Deductions</b>		
C) Employee ESIC	140	1680
<b>D) Net Payable (A-C)</b>	<b>18463</b>	<b>221560</b>
<b>Other additional payment</b>		
E) Uniform*		1500
F) Transportation**	1500	18000
<b>Total Annual Cost to Company (B+F+G+H)</b>		<b>250000</b>

**Notes –**

\*Uniform: 2 shirts will be provided by the company which cost Rs. 1500.

\*\* Transportation amount is reimbursable based on actual presence or forfeited if using company transportation

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_





Tpo Csjmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## First round of interview selection status

**Mohd Talib** <Mohd.Talib@ptcil.com>  
 To: "tpo@csjmu.ac.in" <tpo@csjmu.ac.in>, Arpit Verma <manu44arpit@gmail.com>  
 Cc: Azhar Khan <azhar@ptcil.com>, Pawan Verma <pawan.verma@ptcil.com>

Wed, Jun 5, 2024 at 11:42 AM

Dear Saurabh,

I'm thrilled to inform you that several of your students have excelled in our recruitment process, passing the final interview stage. Their performance was outstanding, and they've been chosen to join our team.

Please extend our congratulations to them. We're confident they'll bring value to our organization.

Thank you for your collaboration. Let us know when all the candidates are available to join us our Proposed date is 15 June 2024.

Sr. No	College Name	Name	Qualification	Mobile No	Status
1	CSJMU	Vijay Laxmi Yadav	B.Tech - Metallurgy	7355596615	Selected
2	CSJMU	Anvesha Kumari	B.Tech - ME	9555079318	Selected
3	CSJMU	Akhilesh Kumar	B.Tech - ME	8318399464	Selected
4	CSJMU	Vikash Kumar Verma	B.Tech - ME	7355093831	Selected
5	CSJMU	Priyanshi Katiyar	B.Tech - Metallurgy	6306623820	Selected
6	CSJMU	Neelanchal Verma	B.Tech - Metallurgy	9336924717	Selected

Warm Regards,

**Mohammad Talib | Talent Acquistion Sr.Executive - HR**

PTC Industries Limited

**Advanced Manufacturing & Technology Centre**

NH – 25 A, Sarai Shahjadi, Lucknow 227 101, Uttar Pradesh, INDIA

Mobile: +91 9795689572 | e-mail : [Mohd.talib@ptcil.com](mailto:Mohd.talib@ptcil.com) | website: [www.ptcil.com](http://www.ptcil.com)

**From:** Mohd Talib  
**Sent:** 21 May 2024 11:34  
**To:** [tpo@csjmu.ac.in](mailto:tpo@csjmu.ac.in) <[tpo@csjmu.ac.in](mailto:tpo@csjmu.ac.in)>; Arpit Verma <[manu44arpit@gmail.com](mailto:manu44arpit@gmail.com)>  
**Cc:** Azhar Khan <[azhar@ptcil.com](mailto:azhar@ptcil.com)>; Pawan Verma <[pawan.verma@ptcil.com](mailto:pawan.verma@ptcil.com)>  
**Subject:** First round of interview selection status

[Quoted text hidden]

Date: 13-Jun-2024

**AEROLLOY TECHNOLOGIES LIMITED**  
Advanced Manufacturing & Technology Centre  
NH 25A, Sarai Shahjadi  
Lucknow 227 101, Uttar Pradesh, India  
**PRIVATE AND CONFIDENTIAL**

To,  
Mr./Ms. Vijay Laxmi Yadav  
College Name - Chhatrapati Shahu Ji Maharaj University, Kanpur

**Sub: – Offer Letter**

Dear Vijay Laxmi Yadav,

We are glad to inform you that you have been selected for the position of **Graduate Engineer Trainee** in **Aerolloy Technologies Limited** for a period of 1 year. After successful completion of 1 year of training period and based on your performance you will be promoted on grade of L4C- Executive band of the company.

During the training period, you are required to undertake all duties and activities assigned to you by your reporting manager.

The total remunerations during the training period including all taxes and other benefits shall be **Rs. 2.50 LPA** on a cost-to-company basis. The break-up of the Compensation is given in **Annexure-1**.

We welcome you to **Aerolloy Technologies Limited** and hope that you shall carry out your duties with full commitment and dedication. Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

The formal appointment letter will be issued upon acceptance of the Offer Letter. In addition, you may also be required to sign a separate agreement for the enforceability of this clause.

At the time of joining, please bring this letter with you along with the following details:

- Academic Testimonials
- Professional Certifications
- Seven (7) recent passport-size photographs
- Copy of PAN Card
- Copy of Aadhar Card
- Medical fitness certificate and eye test report
- Blood Group Certificate
- Bank account details
- NoC from Collage

Your current place of posting shall be in Lucknow.

Your joining date shall be **14-Jun-2024**. In case you fail to join by the date mentioned, the management reserves the right to cancel your appointment.

For Aerolloy Technologies Limited



**Pawan Kumar Verma**  
Assistant Manager - HR

I hereby confirm that I have read and understood the above terms and conditions and I accept the offer of employment by Aerolloy Technologies Limited

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Annexure I**  
**Stipend Details**

<b>Name</b>	Vijay Laxmi Yadav
<b>Designation</b>	Graduate Engineer Trainee

<b>Details</b>	<b>Monthly</b>	<b>Annual</b>
Stipend	18603	223240
<b>A) Gross</b>	<b>18603</b>	<b>223240</b>
i) Employer ESIC	605	7260
<b>B) Cost to Company (A+i)</b>	<b>19208</b>	<b>230500</b>
<b>Deductions</b>		
C) Employee ESIC	140	1680
<b>D) Net Payable (A-C)</b>	<b>18463</b>	<b>221560</b>
<b>Other additional payment</b>		
E) Uniform*		1500
F) Transportation**	1500	18000
<b>Total Annual Cost to Company (B+F+G+H)</b>		<b>250000</b>

**Notes –**

\*Uniform: 2 shirts will be provided by the company which cost Rs. 1500.

\*\* Transportation amount is reimbursable based on actual presence or forfeited if using company transportation

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Date: 13-Jun-2024

**AEROLLOY TECHNOLOGIES LIMITED**  
Advanced Manufacturing & Technology Centre  
NH 25A, Sarai Shahjadi  
Lucknow 227 101, Uttar Pradesh, India  
**PRIVATE AND CONFIDENTIAL**

To,  
Mr./Ms. Vikash Kumar Verma  
College Name - University Institute of Engineering and Technology, CSJMU

**Sub: – Offer Letter**

Dear Vikash Kumar Verma,

We are glad to inform you that you have been selected for the position of **Graduate Engineer Trainee in Aerolloy Technologies Limited** for a period of 1 year. After successful completion of 1 year of training period and based on your performance you will be promoted on grade of L4C- Executive band of the company.

During the training period, you are required to undertake all duties and activities assigned to you by your reporting manager.

The total remunerations during the training period including all taxes and other benefits shall be **Rs. 2.50 LPA** on a cost-to-company basis. The break-up of the Compensation is given in **Annexure-1**.

We welcome you to **Aerolloy Technologies Limited** and hope that you shall carry out your duties with full commitment and dedication. Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

The formal appointment letter will be issued upon acceptance of the Offer Letter. In addition, you may also be required to sign a separate agreement for the enforceability of this clause.

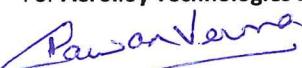
At the time of joining, please bring this letter with you along with the following details:

- Academic Testimonials
- Professional Certifications
- Seven (7) recent passport-size photographs
- Copy of PAN Card
- Copy of Aadhar Card
- Medical fitness certificate and eye test report
- Blood Group Certificate
- Bank account details
- NoC from Collage

Your current place of posting shall be in Lucknow.

Your joining date shall be **14-Jun-2024**. In case you fail to join by the date mentioned, the management reserves the right to cancel your appointment.

For Aerolloy Technologies Limited



Pawan Kumar Verma  
Assistant Manager - HR

I hereby confirm that I have read and understood the above terms and conditions and I accept the offer of employment by Aerolloy Technologies Limited

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Annexure I**  
**Stipend Details**

<b>Name</b>	Vikash Kumar Verma
<b>Designation</b>	Graduate Engineer Trainee

<b>Details</b>	<b>Monthly</b>	<b>Annual</b>
Stipend	18603	223240
<b>A) Gross</b>	<b>18603</b>	<b>223240</b>
i) Employer ESIC	605	7260
<b>B) Cost to Company (A+i)</b>	<b>19208</b>	<b>230500</b>
<b>Deductions</b>		
C) Employee ESIC	140	1680
<b>D) Net Payable (A-C)</b>	<b>18463</b>	<b>221560</b>
<b>Other additional payment</b>		
E) Uniform*		1500
F) Transportation**	1500	18000
<b>Total Annual Cost to Company (B+F+G+H)</b>		<b>250000</b>

**Notes –**

\*Uniform: 2 shirts will be provided by the company which cost Rs. 1500.

\*\* Transportation amount is reimbursable based on actual presence or forfeited if using company transportation

Acceptance Signature: \_\_\_\_\_

Date: \_\_\_\_\_



### Letter Of Intent

Dear Alok Kumar Yadav ,

Contact No. - 9559056907

Email ID - alokyadav072000@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 17000/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Alok kushwaha ,

Contact No. - 8858635306

Email ID - alokmaurya139@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

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3. **Compensation:** You will be eligible for a compensation of INR 17000/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Anurag Gupta,

Contact No. - 6387640902

Email ID - anuragg955@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

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**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Dheeraj Gupta ,

Contact No. - 6394338225

Email ID - dheerajgupta7309@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

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3. **Compensation:** You will be eligible for a compensation of INR 17000/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
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**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

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If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Mohd Rahish,

Contact No. - 9163883422

Email ID - mohammadrahish71@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

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4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

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If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Rohit Kumar Maurya,

Contact No. - 8400262643

Email ID - mauryarohit1821@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### **Terms and Conditions:**

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 17000/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

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If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear SATYAM AGRAHARI,

Contact No. - 8542840587

Email ID - satyamag2002@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
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3. **Compensation:** You will be eligible for a compensation of INR 17000/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear SHIV MOHAN MISHRA,

Contact No. - 9368592158

Email ID - shivmishra5515@gmail.com

We are pleased to extend an offer to you for a 14 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - Telecom

**Duration:** 14 days

**Program Start Date:** 20-May-2024

**Report to QAEC before:** 19-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 17000/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Akhilesh Kumar,

Contact No. - 8318399464

Email ID - akhileshk26060@gmail.com

We are pleased to extend an offer to you for a 7 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - PDI

**Duration:** 7 days

**Program Start Date:** 13-May-2024

**Report to QAEC before:** 12-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### **Terms and Conditions:**

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 14500/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Aman Yadav,

Contact No. - 9919594039

Email ID - ayaman132001@gmail.com

We are pleased to extend an offer to you for a 7 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - PDI

**Duration:** 7 days

**Program Start Date:** 13-May-2024

**Report to QAEC before:** 12-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 14500/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Ayush Kumar,

Contact No. - 7599676557

Email ID - ak6564441@gmail.com

We are pleased to extend an offer to you for a 7 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - PDI

**Duration:** 7 days

**Program Start Date:** 13-May-2024

**Report to QAEC before:** 12-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 14500/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Hardik Srivastava,

Contact No. - 8318130632

Email ID - hardiksrivastava2106@gmail.com

We are pleased to extend an offer to you for a 7 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - PDI

**Duration:** 7 days

**Program Start Date:** 13-May-2024

**Report to QAEC before:** 12-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### **Terms and Conditions:**

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 14500/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Jyod Mohammad,

Contact No. - 9305087239

Email ID - 24jyodmohammad@gmail.com

We are pleased to extend an offer to you for a 7 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - PDI

**Duration:** 7 days

**Program Start Date:** 13-May-2024

**Report to QAEC before:** 12-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### Terms and Conditions:

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 14500/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

*Kindly note, your acceptance to this LOI confirms at least 6 months of uninterrupted employment with QACA. In case there is any shortfall in the mentioned tenure, you will have to clear accommodation & training expenses for the concerned training period, that is primarily borne by the company..*

If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function

### Letter Of Intent

Dear Navin kumar sharma,

Contact No. - 8102733409

Email ID - sonusuman983@gmail.com

We are pleased to extend an offer to you for a 7 day training program at Quality Austria Excellence Centre (QAEC). This training program aims to enhance your skills and knowledge in quality assurance and management, which will enable you to contribute effectively to our organization's growth and success.

**Training:** Quality Management Certification Program - PDI

**Duration:** 7 days

**Program Start Date:** 13-May-2024

**Report to QAEC before:** 12-May-2024

**Training Location:** QAEC, Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

#### **Terms and Conditions:**

1. **Training Fees:** All expenses related to the training program, including training fees, material, and certification fees, and accommodation will be covered by our organization.
2. **Travel:** You will be responsible for your travel arrangements during the training period at QAEC.
3. **Compensation:** You will be eligible for a compensation of INR 14500/- per month. \*This CTC is subject to vary as per the site/project you will be deployed to post training.
4. **Certificate:** Upon successful completion of the training program, you will receive an authentic certificate of completion from Quality Austria Central Asia

**Quality Austria Excellence Center,**  
Nangli, Horam Complex, Sector 134, Noida, Uttar Pradesh 201304, India

Please signify your acceptance of this offer by signing and returning a copy of this offer letter within 48 hours of receipt of LOI. Along with the signed offer letter, kindly provide your confirmation for attending the training program by replying to this email.

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If you have any questions or require further information, please feel free to email us at [HR@qacamail.com](mailto:HR@qacamail.com). We anticipate an exciting and productive training program ahead.

On behalf of Quality Austria Central Asia



Priyasha Aich

Deputy General Manager

People Function



Tpo CsJmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Fwd: Offer Letter - Sakshi Pathak

**Sakshi Pathak** <pathaksakshi642@gmail.com>  
 To: "tpo@csjmu.ac.in" <tpo@csjmu.ac.in>

Sat, May 11, 2024 at 12:42 PM

----- Forwarded message -----

From: **SCL Recruitment CHRO** <sclrecruitment.CHRO@shreecement.com>

Date: Thu, May 9, 2024, 5:20 PM

Subject: Offer Letter - Sakshi Pathak

To: [pathaksakshi642@gmail.com](mailto:pathaksakshi642@gmail.com) <[pathaksakshi642@gmail.com](mailto:pathaksakshi642@gmail.com)>

Cc: Ankur Singh <[Ankur.Singh@shreecement.com](mailto:Ankur.Singh@shreecement.com)>, Manu Khanna <[Manu.Khanna@shreecement.com](mailto:Manu.Khanna@shreecement.com)>

**Dear Sakshi Pathak,**

Congratulations and **welcome to Shree Family.**

Further to our discussion, we are delighted to offer you the employment in our organization as **Graduate Engineer Trainee** on mutually agreed terms and conditions.

It is expected that this Offer Letter has been accepted by you with a specific understanding that **you are committed to join our organization positively, as we both i.e. you and company have spent considerable time, resource and efforts to reach to a mutual understanding to fill the present vacancy.**

The list of documents which you are requested to bring along for completing your joining process is enclosed herewith.

Formal appointment letter will be issued to you after your joining. **Your final On-boarding location will be communicated to you in due course of time. Kindly share your expected date of joining.**

For On-Boarding process, you may connect with Ms. Khushboo Munjal (Mobile No: 8901841022) who will facilitate your joining in SCL.

Your personal and professional credentials verification will/ can be conducted pre/ post-employment or any stage of employment. Also, our decision of your appointment will be based on the feedback received.

The CTC breakup is enclosed herewith this Offer Letter and shall remain confidential and not to be disclosed to any third party. You are requested to undergo pre-joining medical test (Format enclosed).

We wish you a happy, trustworthy, and rewarding career and looking forward to your joining **Shree Family.**

Thanking you,  
 Yours faithfully,  
 FOR SHREE CEMENT LTD.

ANKUR SINGH  
 HEAD HR

E-Mail Disclaimer:

This e-mail, including attachments, is for the sole use of the individual(s) to whom it is addressed, and may contain confidential and privileged

information. Any unauthorized review, use, disclosure and/or distribution is prohibited. If you have received this email in error, please notify the sender by replying in this email and destroy/delete this message and its attachments. Please ensure that you use a secured network and/or system/ e-mail in sending your personal information. Shree Cement Ltd shall not be liable for any unauthorized use or disclosure of your personal information.

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#### 4 attachments

 **Sakshi Pathak.pdf**  
34K

 **Data\_Form.pdf**  
259K

 **Documents Required.pdf**  
207K

 **Medical Annex for New Joining.pdf**  
926K



May 02, 2024

**On Campus Hire 2024**

**Ms. Aditi Kushwaha**

**University/College - Chatrapati sahoo ji maharaj university**

**Enrollment No - CSJMA2001390268'**

**Sub: Letter of Offer**

Dear **Ms. Aditi Kushwaha**,

This is with reference to your application and the subsequent interview you had with us. We have pleasure in offering you an appointment as **Graduate Engineer Trainee** in our organization on the terms and conditions as discussed and agreed mutually at the time of interview.

You are advised to join your duties on **08-Jul-24** failing which our offer will stand cancelled. You will be designated as **Graduate Engineer Trainee** and will be based out at **SKH Metals Limited Gurgaon**.

You will be entitled to receive annual compensation of INR 3,50,000/- (Three Lakhs Fifty Thousand Only) as stipend during initial training period of Twelve Months from DOJ.

Additional amount of INR 36000/- (Thirty Six Thousand only) will be applicable & paid as per prevailing Graduate Engineer Trainee Policy.

Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.

You are also advised to submit the following original documents along with one set of photocopies of certificates to us at the earliest or latest at the time of joining the duties.

- Copies of all Educational Certificates
- Three recent Passport size photographs, Aadhar No, PAN No. and Address proof

Please intimate your acceptance by signing and returning the duplicate copy of this letter.

We look forward to having you among us in SKH Group.

**For – SKH Group**

TRUECOPY ID: 219885c5adc53fe3  
COPY ID: 219885c5adc53fe3  
Manjit Singh-02/05/2024 19:37 IST

**Manjit Singh**  
**Chief People Officer**

**SKH Metals Limited**

**CIN: U74130HR1986PLC023655**

**Reg. Office:** Plot No. 2, Maruti Jointventure Complex, Gurgaon, Haryana - 122015

**Corp. Office:** Unit No. 908-909, EMAAR Capital, Tower-1, M.G. Road, Sikanderpur, Sector-26, Gurugram, Haryana-122002

**Works at:** 1. Plot No. 2, Maruti Jointventure Complex, Gurgaon, Haryana - 122015

2. Plot No.1 (13, 14 & 24), Sector-3A, Gate-4, MSIL Supplier Park, IMT Manesar, Gurgaon, Haryana-122050

**T:** +91 124 2625200    **F:** +91 124 2625201    **E:** [skhmetals@skhgroup.co.in](mailto:skhmetals@skhgroup.co.in)    **W:** [www.skhgroup.co.in](http://www.skhgroup.co.in)



Tpo CsJmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Fwd: Aditi Letter of Intent \_ GET Joining @ SKH Metals Limited, Gurgaon

268 Aditi Kushwaha <kushwahaaditi4814@gmail.com>  
To: tpo@csjmu.ac.in

Fri, May 3, 2024 at 4:54 PM

----- Forwarded message -----

From: Priti Bala <Priti.Bala@skhgroup.co.in>  
Date: Fri, 3 May, 2024, 11:59 am  
Subject: Aditi Letter of Intent \_ GET Joining @ SKH Metals Limited, Gurgaon  
To: kushwahaaditi4814@gmail.com <kushwahaaditi4814@gmail.com>  
Cc: savita.gupta <savita.gupta@skhmetals.com>, sureshyadav <sureshyadav@skhmetals.com>, Lalan Singh <lalan.singh@skhmetals.com>

Dear Aditi,

Greetings!!

Congratulations for your selection from your college campus for the position of **Graduate Engineer Trainee** in our organization.

Your date of joining with us will be **Monday, 08<sup>th</sup> July 2024** work location will be **SKH Metals Limited, Maruti Joint Venture Complex Gurgaon**.

We are pleased to confirm the offer of employment for the above position on terms and conditions mutually discussed and agreed.

Your detailed appointment letter will be given after your joining with us .

**On the day of your Joining you will be required to furnish the following documents:**

- Latest 4 colored Passport size photographs
- Birth Certificate / School Leaving Certificate showing date of birth
- All Educational Qualification Certificates
- Last Year Mark Sheet and Provisional Certificate of B.Tech / BE

**Business Unit HR Contact Details for further update:-**

- Ms. Savita - HR (8077414741)

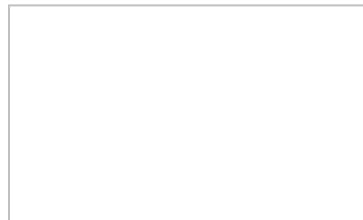
**Important Notes to be followed:-**

- You are supposed to report at 9:00 AM at the above address on the day of joining with us.
- You are requested to carry the print of this mail on the day of your joining.
- Formal dress code is mandatory and need to be followed till the time you are given uniform from the company side.
- Both Males and Females need to be dressed in Formals (Black Trouser and White full sleeve Shirt with Black Shoes).

We look ahead for the confirmation of your acceptance of the offer and appreciate the acknowledgement and positive revert by 06<sup>th</sup> May 2024 with the subject line.

**“Confirm joining as GET on - Monday, 08<sup>th</sup> July 2024 (Mention your name)”.**

**Welcoming You to the SKH Family!**

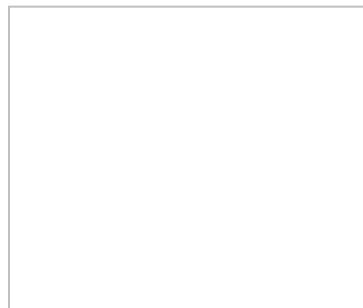


Warm Regards,

Priti

Senior Manager

Corporate HR



**SKH Group Corporate Office**

**EMAAR Capital Tower-1, Unit No-908**

**Landline: 0124-2625200**

Mobile: +91 8814800908

Email Id: priti.bala@skhgroup.co.in

Website: [www.skhgroup.co.in](http://www.skhgroup.co.in)

**Passion for People**

---

4 attachments



image001.jpg  
8K



image002.png  
20K



image001.jpg  
8K

 **Aditi-SKH Metals Gurgaon.pdf**  
180K



**May 27, 2024**

**On Campus Hire 2024**

**Shivam Pathak**

**University/College - Institute of Engineering and Technology**

**Enrollment No - CSJMA2001390319**

**Sub: Letter of Offer**

Dear **Shivam Pathak**,

This is with reference to your application and the subsequent interview you had with us. We have pleasure in offering you an appointment as **Graduate Engineer Trainee** in our organization on the terms and conditions as discussed and agreed mutually at the time of interview.

You are advised to join your duties on **08-July-24** failing which our offer will stand cancelled. You will be designated as **Graduate Engineer Trainee** and will be based out at **SKH Technologies (Unit of KML), Village-Binola, Gurgaon, Haryana**.

You will be entitled to receive annual compensation of INR 3,50,000/- (Three Lakhs Fifty Thousand Only) as stipend during initial training period of Twelve Months from DOJ. Additional amount of INR 36000/- (Thirty Six Thousand only) will be applicable & paid as per prevailing Graduate Engineer Trainee Policy.

Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.

You are also advised to submit the following original documents along with one set of photocopies of certificates to us at the earliest or latest at the time of joining the duties.

- Copies of all Educational Certificates
- Three recent Passport size photographs, Aadhar No, PAN No. and Address proof

Please intimate your acceptance by signing and returning the duplicate copy of this letter.

We look forward to having you among us in SKH Group.

For – **SKH Group**  
TRUECOPY ID: 445be3d6d1ebcb1  
COPY ID: 445be3d6d1ebcb1  
PY ID: 445be3d6d1ebcb1 TRI  
Manjit Singh-29/05/2024 12:08 IST

**Manjit Singh**  
**Chief People Officer**

**SKH TECHNOLOGIES  
(Unit of Krishna Maruti Ltd.)**

**58<sup>th</sup> Miles Stone, NH-8, Delhi – Jaipur Highway, Binola, Gurugram (Haryana)**

**[www.krishnagroup.in](http://www.krishnagroup.in), Ph: 0124-3270074, Email: [Info\\_skht@krishnamaruti.in](mailto:Info_skht@krishnamaruti.in)**

**Regd. Office: 3<sup>rd</sup> & 4<sup>th</sup> Floor, Central Plaza Mall, Golf Course Road, Sector 53, Gurugram, 122 002, Haryana, (India)**



Date: 13-03-2024

Devansh Srivastava,  
Houseno-405W Chandragupt Nagar Basharatpur,  
Shahpur thana road, Near post box office,  
Gorakhpur, Uttar Pradesh - 273003

**OFFER OF EMPLOYMENT**

Dear Devansh,

On behalf of Berger Paints, we congratulate you for successfully completing our campus recruitment process and pleased to extend an offer to you for the position of **Graduate Engineer Trainee (GET)** on the terms and conditions discussed mutually. We believe that your knowledge, skills and dedication would be an ideal fit for our team.

You will be under probation for a period of **one year**, and on successful completion of probation, will be absorbed in the regular non-management grade as **Officer (Officer I)** of the Company.

You are requested to join our organization on **05-08-2024** at our **Kolkata, West Bengal** for initial orientation and induction, subsequent to which you shall be posted at any of the locations of the company as decided by the management.

Your CTC breakup is enclosed in Annexure – I and a list of documents are required in Annexure – II.

The formal letter of appointment will be issued to you at the time of your joining. Kindly accept the offer as a token of your acceptance of the offer.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

**FOR BERGER PAINTS INDIA LIMITED**

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

**BERGER PAINTS INDIA LIMITED**

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, [www.bergerpaints.com](http://www.bergerpaints.com)  
CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure – I

#### GRADUATE ENGINEER TRAINEE COMPENSATION – 2024

Name:	Devansh Srivastava	Grade:	OT
Location:	Kolkata, West Bengal	Function:	Manufacturing
<b>EMOLUMENTS</b>		<b>Per Month (Rs.)</b>	<b>Per Annum (Rs.)</b>
<b>FIXED SALARY AND ALLOWANCES</b>			
Basic Salary		21,100	2,53,200
House Rent Allowance		2,110	25,320
Special Allowance		13,151	1,57,816
LTA (@ 1 month Basic Salary)		1,758	21,100
<b>Total Monthly Rate (A)</b>		<b>38,120</b>	<b>4,57,436</b>
<b>RETIRALS</b>			
PF (@12% of Basic Salary)		2,532	30,384
Gratuity (@4.81% of Basic Salary)		1,015	12,180
<b>Total (B)</b>		<b>3,547</b>	<b>42,564</b>
<b>Fixed Salary (CTC) (A+B)</b>		<b>41,667</b>	<b>5,00,000</b>
<b>RETENTION BONUS</b>			
Retention Bonus*		4,167	50,000
<b>Total (C)</b>		<b>4,167</b>	<b>50,000</b>
<b>Gross Salary (CTC)</b> (Total of A+B+C)		<b>45,833</b>	<b>5,50,000</b>

**NOTE:**

1. Additional benefits extended by the Company as per company policies are Group Mediclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
2. Leave entitlement in a year: As applicable in the factories as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the yearlong training period
3. \*This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

#### **BERGER PAINTS INDIA LIMITED**

Berger House, 129, Park Street, Kolkata 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, [www.bergerpaints.com](http://www.bergerpaints.com)  
CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure - II

#### List of Documents required:

<u>Personal Documents</u>	<u>Education</u>	<u>Statutory Forms</u>	<u>Work Experience (If Applicable)</u>	<u>Bank Account Details</u>
Passport size Photograph Pan Card Aadhar Card Voter Id Card	10th Marksheets 12th Marksheets UG –Marksheets & Degree Certificate PG - Marksheets & Degree Certificate (If any)	Form 1 Form 11 Form 2 Form F Medical Form Comparative statement	Appointment Letter Last 2 months Pay slip. Experience Letter Relieving Letter	Cancelled Cheque** (Name Printed) / Passbook Front Page

\*\*Cancel Cheque should have the candidate's name printed on it and the account should not be a Joint Account.

\*\*\* Personal Documents, Educational Documents, Work Experience related Documents (if applicable) and Bank Account details need to upload on the Onboarding link received from Darwinbox HRMS portal via personal email ID and Statutory Forms need to be duly filled & signed and carried the hard copies (original) on the day of Joining 05-08-2024, soft copy of the Statutory Forms will be available on Darwinbox portal.

#### **BERGER PAINTS INDIA LIMITED**

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, [www.bergerpaints.com](http://www.bergerpaints.com)  
CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



Date: 13-03-2024

MUSHARRAF KHAN,  
Village - Mudila Tiwari,  
Post- Kota Mukund Pur,  
Maharajganj - 273303

OFFER OF EMPLOYMENT

Dear MUSHARRAF,

On behalf of Berger Paints, we congratulate you for successfully completing our campus recruitment process and pleased to extend an offer to you for the position of **Graduate Engineer Trainee (GET)** on the terms and conditions discussed mutually. We believe that your knowledge, skills and dedication would be an ideal fit for our team.

You will be under probation for a period of **one year**, and on successful completion of probation, will be absorbed in the regular non-management grade as **Officer (Officer I)** of the Company.

You are requested to join our organization on **05-08-2024** at our **Kolkata, West Bengal** for initial orientation and induction, subsequent to which you shall be posted at any of the locations of the company as decided by the management.

Your CTC breakup is enclosed in Annexure – I and a list of documents are required in Annexure – II.

The formal letter of appointment will be issued to you at the time of your joining. Kindly accept the offer as a token of your acceptance of the offer.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

**FOR BERGER PAINTS INDIA LIMITED**

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

**BERGER PAINTS INDIA LIMITED**

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, [www.bergerpaints.com](http://www.bergerpaints.com)  
CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure – I

#### GRADUATE ENGINEER TRAINEE COMPENSATION – 2024

Name:	MUSHARRAF KHAN	Grade:	OT
Location:	Kolkata, West Bengal	Function:	Manufacturing
<b>EMOLUMENTS</b>		<b>Per Month (Rs.)</b>	<b>Per Annum (Rs.)</b>
<b>FIXED SALARY AND ALLOWANCES</b>			
Basic Salary		21,100	2,53,200
House Rent Allowance		2,110	25,320
Special Allowance		13,151	1,57,816
LTA (@ 1 month Basic Salary)		1,758	21,100
<b>Total Monthly Rate (A)</b>		<b>38,120</b>	<b>4,57,436</b>
<b>RETIRALS</b>			
PF (@12% of Basic Salary)		2,532	30,384
Gratuity (@4.81% of Basic Salary)		1,015	12,180
<b>Total (B)</b>		<b>3,547</b>	<b>42,564</b>
<b>Fixed Salary (CTC) (A+B)</b>		<b>41,667</b>	<b>5,00,000</b>
<b>RETENTION BONUS</b>			
Retention Bonus*		4,167	50,000
<b>Total (C)</b>		<b>4,167</b>	<b>50,000</b>
<b>Gross Salary (CTC)</b> (Total of A+B+C)		<b>45,833</b>	<b>5,50,000</b>

**NOTE:**

1. Additional benefits extended by the Company as per company policies are Group Mediclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
2. Leave entitlement in a year: As applicable in the factories as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the yearlong training period
3. \*This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

#### **BERGER PAINTS INDIA LIMITED**

Berger House, 129, Park Street, Kolkata 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, [www.bergerpaints.com](http://www.bergerpaints.com)  
CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure - II

#### List of Documents required:

<u>Personal Documents</u>	<u>Education</u>	<u>Statutory Forms</u>	<u>Work Experience (If Applicable)</u>	<u>Bank Account Details</u>
Passport size Photograph Pan Card Aadhar Card Voter Id Card	10th Marksheets 12th Marksheets UG –Marksheets & Degree Certificate PG - Marksheets & Degree Certificate (If any)	Form 1 Form 11 Form 2 Form F Medical Form Comparative statement	Appointment Letter Last 2 months Pay slip. Experience Letter Relieving Letter	Cancelled Cheque** (Name Printed) / Passbook Front Page

\*\*Cancel Cheque should have the candidate's name printed on it and the account should not be a Joint Account.

\*\*\* Personal Documents, Educational Documents, Work Experience related Documents (if applicable) and Bank Account details need to upload on the Onboarding link received from Darwinbox HRMS portal via personal email ID and Statutory Forms need to be duly filled & signed and carried the hard copies (original) on the day of Joining 05-08-2024, soft copy of the Statutory Forms will be available on Darwinbox portal.

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



Date: 13-03-2024

Pushpendra Mishra,  
Madanupur,  
Sarkarpur Grant 11,  
Kheri - 262802

**OFFER OF EMPLOYMENT**

Dear Pushpendra,

On behalf of Berger Paints, we congratulate you for successfully completing our campus recruitment process and pleased to extend an offer to you for the position of **Graduate Engineer Trainee (GET)** on the terms and conditions discussed mutually. We believe that your knowledge, skills and dedication would be an ideal fit for our team.

You will be under probation for a period of **one year**, and on successful completion of probation, will be absorbed in the regular non-management grade as **Officer (Officer I)** of the Company.

You are requested to join our organization on **05-08-2024** at our **Kolkata, West Bengal** for initial orientation and induction, subsequent to which you shall be posted at any of the locations of the company as decided by the management.

Your CTC breakup is enclosed in Annexure – I and a list of documents are required in Annexure – II.

The formal letter of appointment will be issued to you at the time of your joining. Kindly accept the offer as a token of your acceptance of the offer.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

**FOR BERGER PAINTS INDIA LIMITED**

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

**BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure – I

#### GRADUATE ENGINEER TRAINEE COMPENSATION – 2024

Name:	Pushpendra Mishra	Grade:	OT
Location:	Kolkata, West Bengal	Function:	Manufacturing
<b>EMOLUMENTS</b>		<b>Per Month (Rs.)</b>	<b>Per Annum (Rs.)</b>
<b>FIXED SALARY AND ALLOWANCES</b>			
Basic Salary		21,100	2,53,200
House Rent Allowance		2,110	25,320
Special Allowance		13,151	1,57,816
LTA (@ 1 month Basic Salary)		1,758	21,100
<b>Total Monthly Rate (A)</b>		<b>38,120</b>	<b>4,57,436</b>
<b>RETIRALS</b>			
PF (@12% of Basic Salary)		2,532	30,384
Gratuity (@4.81% of Basic Salary)		1,015	12,180
<b>Total (B)</b>		<b>3,547</b>	<b>42,564</b>
<b>Fixed Salary (CTC) (A+B)</b>		<b>41,667</b>	<b>5,00,000</b>
<b>RETENTION BONUS</b>			
Retention Bonus*		4,167	50,000
<b>Total (C)</b>		<b>4,167</b>	<b>50,000</b>
<b>Gross Salary (CTC)</b> (Total of A+B+C)		<b>45,833</b>	<b>5,50,000</b>

#### NOTE:

1. Additional benefits extended by the Company as per company policies are Group Mediclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
2. Leave entitlement in a year: As applicable in the factories as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the yearlong training period
3. \*This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

#### **BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure - II

#### List of Documents required:

<u>Personal Documents</u>	<u>Education</u>	<u>Statutory Forms</u>	<u>Work Experience (If Applicable)</u>	<u>Bank Account Details</u>
Passport size Photograph Pan Card Aadhar Card Voter Id Card	10th Marksheets 12th Marksheets UG –Marksheets & Degree Certificate PG - Marksheets & Degree Certificate (If any)	Form 1 Form 11 Form 2 Form F Medical Form Comparative statement	Appointment Letter Last 2 months Pay slip. Experience Letter Relieving Letter	Cancelled Cheque** (Name Printed) / Passbook Front Page

\*\*Cancel Cheque should have the candidate's name printed on it and the account should not be a Joint Account.

\*\*\* Personal Documents, Educational Documents, Work Experience related Documents (if applicable) and Bank Account details need to upload on the Onboarding link received from Darwinbox HRMS portal via personal email ID and Statutory Forms need to be duly filled & signed and carried the hard copies (original) on the day of Joining 05-08-2024, soft copy of the Statutory Forms will be available on Darwinbox portal.

#### **BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



Date: 10-07-2024

Susheel,  
Vill - Madar  
Khera Digs,  
Aligarh - 202001

**OFFER OF EMPLOYMENT**

Dear Susheel,

On behalf of Berger Paints, we congratulate you for successfully completing our campus recruitment process and pleased to extend an offer to you for the position of **Graduate Engineer Trainee (GET)** on the terms and conditions discussed mutually. We believe that your knowledge, skills and dedication would be an ideal fit for our team.

You will be under probation for a period of **one year**, and on successful completion of probation, will be absorbed in the regular non-management grade as **Officer (Officer I)** of the Company.

You are requested to join our organization on **20-07-2024** at our **Kolkata, West Bengal** for initial orientation and induction, subsequent to which you shall be posted at any of the locations of the company as decided by the management.

Your CTC breakup is enclosed in Annexure – I and a list of documents are required in Annexure – II.

The formal letter of appointment will be issued to you at the time of your joining. Kindly accept the offer as a token of your acceptance of the offer.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

**FOR BERGER PAINTS INDIA LIMITED**

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

**BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure – I

#### GRADUATE ENGINEER TRAINEE COMPENSATION – 2024

Name:	Susheel	Grade:	OT
Location:	Kolkata, West Bengal	Function:	Manufacturing
<b>EMOLUMENTS</b>		<b>Per Month (Rs.)</b>	<b>Per Annum (Rs.)</b>
<b>FIXED SALARY AND ALLOWANCES</b>			
Basic Salary		21,100	2,53,200
House Rent Allowance		2,110	25,320
Special Allowance		13,151	1,57,816
LTA (@ 1 month Basic Salary)		1,758	21,100
<b>Total Monthly Rate (A)</b>		<b>38,120</b>	<b>4,57,436</b>
<b>RETIRALS</b>			
PF (@12% of Basic Salary)		2,532	30,384
Gratuity (@4.81% of Basic Salary)		1,015	12,180
<b>Total (B)</b>		<b>3,547</b>	<b>42,564</b>
<b>Fixed Salary (CTC) (A+B)</b>		<b>41,667</b>	<b>5,00,000</b>
<b>RETENTION BONUS</b>			
Retention Bonus*		4,167	50,000
<b>Total (C)</b>		<b>4,167</b>	<b>50,000</b>
<b>Gross Salary (CTC)</b> (Total of A+B+C)		<b>45,833</b>	<b>5,50,000</b>

**NOTE:**

1. Additional benefits extended by the Company as per company policies are Group Mediclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
2. Leave entitlement in a year: As applicable in the factories as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the yearlong training period
3. \*This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.



**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

#### **BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure - II

#### List of Documents required:

<u>Personal Documents</u>	<u>Education</u>	<u>Statutory Forms</u>	<u>Work Experience (If Applicable)</u>	<u>Bank Account Details</u>
Passport size Photograph Pan Card Aadhar Card Voter Id Card	10th Marksheets 12th Marksheets UG –Marksheets & Degree Certificate PG - Marksheets & Degree Certificate (If any)	Form 1 Form 11 Form 2 Form F Medical Form Comparative statement	Appointment Letter Last 2 months Pay slip. Experience Letter Relieving Letter	Cancelled Cheque** (Name Printed) / Passbook Front Page

\*\*Cancel Cheque should have the candidate's name printed on it and the account should not be a Joint Account.

\*\*\* Personal Documents, Educational Documents, Work Experience related Documents (if applicable) and Bank Account details need to upload on the Onboarding link received from Darwinbox HRMS portal via personal email ID and Statutory Forms need to be duly filled & signed and carried the hard copies (original) on the day of Joining 20-07-2024, soft copy of the Statutory Forms will be available on Darwinbox portal.

#### **BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



Date: 13-03-2024

Vikash Singh,  
Village + Post - Ajana,  
District - Deoria,  
Uttar Pradesh - 274508

**OFFER OF EMPLOYMENT**

Dear Vikash,

On behalf of Berger Paints, we congratulate you for successfully completing our campus recruitment process and pleased to extend an offer to you for the position of **Graduate Engineer Trainee (GET)** on the terms and conditions discussed mutually. We believe that your knowledge, skills and dedication would be an ideal fit for our team.

You will be under probation for a period of **one year**, and on successful completion of probation, will be absorbed in the regular non-management grade as **Officer (Officer I)** of the Company.

You are requested to join our organization on **05-08-2024** at our **Kolkata, West Bengal** for initial orientation and induction, subsequent to which you shall be posted at any of the locations of the company as decided by the management.

Your CTC breakup is enclosed in Annexure – I and a list of documents are required in Annexure – II.

The formal letter of appointment will be issued to you at the time of your joining. Kindly accept the offer as a token of your acceptance of the offer.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

**FOR BERGER PAINTS INDIA LIMITED**

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

**BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure – I

#### GRADUATE ENGINEER TRAINEE COMPENSATION – 2024

Name:	Vikash Singh	Grade:	OT
Location:	Kolkata, West Bengal	Function:	Manufacturing
<b>EMOLUMENTS</b>		<b>Per Month (Rs.)</b>	<b>Per Annum (Rs.)</b>
<b>FIXED SALARY AND ALLOWANCES</b>			
Basic Salary		21,100	2,53,200
House Rent Allowance		2,110	25,320
Special Allowance		13,151	1,57,816
LTA (@ 1 month Basic Salary)		1,758	21,100
<b>Total Monthly Rate (A)</b>		<b>38,120</b>	<b>4,57,436</b>
<b>RETIRALS</b>			
PF (@12% of Basic Salary)		2,532	30,384
Gratuity (@4.81% of Basic Salary)		1,015	12,180
<b>Total (B)</b>		<b>3,547</b>	<b>42,564</b>
<b>Fixed Salary (CTC) (A+B)</b>		<b>41,667</b>	<b>5,00,000</b>
<b>RETENTION BONUS</b>			
Retention Bonus*		4,167	50,000
<b>Total (C)</b>		<b>4,167</b>	<b>50,000</b>
<b>Gross Salary (CTC)</b> (Total of A+B+C)		<b>45,833</b>	<b>5,50,000</b>

**NOTE:**

1. Additional benefits extended by the Company as per company policies are Group Mediclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
2. Leave entitlement in a year: As applicable in the factories as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the yearlong training period
3. \*This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.

**(RANJAN BANERJEE)**  
**GROUP HEAD – HR**

#### **BERGER PAINTS INDIA LIMITED**

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



### Annexure - II

#### List of Documents required:

<u>Personal Documents</u>	<u>Education</u>	<u>Statutory Forms</u>	<u>Work Experience (If Applicable)</u>	<u>Bank Account Details</u>
Passport size Photograph Pan Card Aadhar Card Voter Id Card	10th Marksheets 12th Marksheets UG –Marksheets & Degree Certificate PG - Marksheets & Degree Certificate (If any)	Form 1 Form 11 Form 2 Form F Medical Form Comparative statement	Appointment Letter Last 2 months Pay slip. Experience Letter Relieving Letter	Cancelled Cheque** (Name Printed) / Passbook Front Page

\*\*Cancel Cheque should have the candidate's name printed on it and the account should not be a Joint Account.

\*\*\* Personal Documents, Educational Documents, Work Experience related Documents (if applicable) and Bank Account details need to upload on the Onboarding link received from Darwinbox HRMS portal via personal email ID and Statutory Forms need to be duly filled & signed and carried the hard copies (original) on the day of Joining 05-08-2024, soft copy of the Statutory Forms will be available on Darwinbox portal.

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CIN - L51434WB1923PLC004793, E-mail : [consumerfeedback@bergerindia.com](mailto:consumerfeedback@bergerindia.com)



## Result & Joining : Motherson Automotive Technologies & Engineering, Chennai, Tamil Nadu - 602105

1 message

Atul Pandey <atulpandey@icj.net.in>

Wed, 22 May, 2024 at 3:54 pm

To: MANU44ARPIT@gmail.com, 275Ankit Malviya <ANKITMALVIYAA555@gmail.com>, 269 Akhil Mishra <MISHRAAKHIL1000@gmail.com>, VIKASVERMA7191393@gmail.com, Sakshi Pathak <PATHAKSAKSHI642@gmail.com>, Akhilesh Kumar <AKHILESHK26060@gmail.com>, DIMPIVISHAL08@gmail.com, NAMRATA.ANJALI2003@gmail.com, Maneesha Rani <MR.5423012@gmail.com>, GAURAV YADAV <GAURAVYADAV742003@gmail.com>, SHIVMISHRA5515@gmail.com, ROHIT MAURYA <ROHITRKT20@gmail.com>, Mahak Srivastava <MAHAKGONDA1112@gmail.com>, Anurag Gupta <ANURAGG955@gmail.com>, 116Satyam Agrahari <SATYAMAG2002@gmail.com>, 90 Lalit Kumar <LALITKUMAR677573@gmail.com>, 204 ANGAD KUMAR <ANGAD2000KUMAR7@gmail.com>, IGARIMA26@gmail.com, CSJMA2K20230@gmail.com, CSJMU2K20349@gmail.com, NISHULKUMAR519@gmail.com, Kishan Shahi <SHAHIKISHAN597@gmail.com>, SONUSINGH2000@gmail.com, TARUSHGAUTAM712001@gmail.com, Amrat Singh <AMRATASM64@gmail.com>, Gagan Kumar 27 <KGAGAN164@gmail.com>, Aman Singh <AMANSINGHRAJ38@gmail.com>, SUMIT VERMA <SUMITSANKALP9984@gmail.com>, Deepika Patel <DEEPIKAROOT@gmail.com>  
Cc: Satyam Chaurasia <satyamchaurasia@icj.net.in>

Dear Aspirants,

Greetings from **Innovation Comes Jointly**,

### Congratulations !

As per the Campus Drive on 12th Feb 2024, You have been selected for **Motherson Automotive Technologies & Engineering ( MATE )**, Chennai - 602105, Tamil Nadu.

Your students will be joining as a **Operator Engineer Trainee** under the following terms and conditions:

**Position:-** Operator Engineer Trainee

**Duration:-** 2 Years

**Process:-** Injection and blow moulded plastics parts requirement of various automotive OEMs with painting & assembly operations.

**Salary:-** Rs.23,300/- CTC [ Rs.15,392/- Inhand + Rs.3770/- PF + Rs.3142/- Yearly Bonus + Rs.697/- ESI + Rs.300/- Attendance Bonus ] .

Candidates have to report on the below address on the said date.

**Date of joining:-** 01 June 2024

**Timing:-** 10:00 AM

**Reporting Person:-** Mr.Akash

**Reporting Address:-**

Motherson Automotive Technologies & Engineering

Chengalpattu Sripurumbudur Road,

Pondur Village,Sripurumbudu

Kancheepuram District

Chennai - 602105, Tamil Nadu

India.

Following documents (Original + Photo copies) are required at the time of joining:-

1. Aadhar card
2. Marksheets ( 10th,12th & B.Tech if completed )
3. PAN card
4. Bank Account Details.
5. Passport Size Photographs
6. Provisional Letter

#### Note:-

1. Company will provide meals at the working time.
2. Fooding and Lodging will be guided by the company at a subsidized rate, candidates have to bear the charges of their lodging & one time fooding.
3. Charges will be 5-8k for lodging ,if they want separate rooms.
4. Charges will be 2-3k for lodging, if they will live on a sharing basis.
5. For the first month candidates have to pay 2 months room rent.
6. One time meal they have to manage on their own.

#### Note:-

1. Candidates have to share their tickets as the confirmation for joining.
2. If any candidate fails to join on the said date and time ,then their joining will be cancelled.

Thanks & Regards,



**Disclaimer:-**

"This e-mail and any attachments to it (in part or in whole the "Communication") are confidential, may constitute inside information and are for the use only of the addressee. The Communication is the property of \*INNOVATION COMES JOINTLY- ICJ\* and its affiliates and may contain copyright material or intellectual property of ICJ and/or any of its related entities or of third parties. If you are not the intended recipient of the Communication or have received the Communication in error, please notify the sender or ICJ immediately, return the Communication (in entirety) and delete the Communication (in entirety and copies included) from your records and systems. Unauthorized use, disclosure or copying of this Communication or any part thereof is strictly prohibited and may be unlawful.



## Result & Joining : Motherson Automotive Technologies & Engineering, Chennai, Tamil Nadu - 602105

1 message

Atul Pandey <atulpandey@icj.net.in>

Wed, May 22, 2024 at 3:54 PM

To: MANU44ARPIT@gmail.com, 275Ankit Malviya <ANKITMALVIYAA555@gmail.com>, 269 Akhil Mishra <MISHRAAKHIL1000@gmail.com>, VIKASVERMA191393@gmail.com, Sakshi Pathak <PATHAKSAKSHI642@gmail.com>, Akhilesh Kumar <AKHILESHK26060@gmail.com>, DIMPIVISHAL08@gmail.com, NAMRATA.ANJALI2003@gmail.com, Maneesha Rani <MR.5423012@gmail.com>, GAURAV YADAV <GAURAVYADAV742003@gmail.com>, SHIVMISHRA5515@gmail.com, ROHIT MAURYA <ROHITRK20@gmail.com>, Mahak Srivastava <MAHAKGONDA1112@gmail.com>, Anurag Gupta <ANURAGG955@gmail.com>, 116Satyam Agrahari <SATYAMAG2002@gmail.com>, 90 Lalit Kumar <LALITKUMAR677573@gmail.com>, 204 ANGAD KUMAR <ANGAD2000KUMAR7@gmail.com>, IGARIMA26@gmail.com, CSJMA2K20230@gmail.com, CSJMU2K20349@gmail.com, NISHULKUMAR519@gmail.com, Kishan Shahi <SHAHIKISHAN597@gmail.com>, SONUSINGH2000@gmail.com, TARUSHGAUTAM712001@gmail.com, Amrat Singh <AMRATASM64@gmail.com>, Gagan Kumar 27 <KGAGAN164@gmail.com>, Aman Singh <AMANSINGHRAJ38@gmail.com>, SUMIT VERMA <SUMITSANKALP9984@gmail.com>, Deepika Patel <DEEPIKAROOT@gmail.com>

Cc: Satyam Chaurasia <satyamchaurasia@icj.net.in>

Dear Aspirants,

Greetings from **Innovation Comes Jointly**,

### Congratulations !

As per the Campus Drive on 12th Feb 2024, You have been selected for **Motherson Automotive Technologies & Engineering ( MATE )**, Chennai - 602105, Tamil Nadu.

Your students will be joining as a **Operator Engineer Trainee** under the following terms and conditions:

**Position:-** Operator Engineer Trainee

**Duration:-** 2 Years

**Process:-** Injection and blow moulded plastics parts requirement of various automotive OEMs with painting & assembly operations.

**Salary:-** Rs.23,300/- CTC [ Rs.15,392/- Inhand + Rs.3770/- PF + Rs.3142/- Yearly Bonus + Rs.697/- ESI + Rs.300/- Attendance Bonus ].

Candidates have to report on the below address on the said date.

**Date of joining:-** 01 June 2024

**Timing:-** 10:00 AM

**Reporting Person:-** Mr.Akash

**Reporting Address:-**

Motherson Automotive Technologies & Engineering

Chengalpattu Sripurumbudur Road,

Pondur Village,Sripurumbudu

Kancheepuram District

Chennai - 602105, Tamil Nadu

India.

Following documents (Original + Photo copies) are required at the time of joining:-

1. Aadhar card
2. Marksheets ( 10th,12th & B.Tech if completed )
3. PAN card
4. Bank Account Details.
5. Passport Size Photographs
6. Provisional Letter

**Note:-**

1. Company will provide meals at the working time.
2. Fooding and Lodging will be guided by the company at a subsidized rate, candidates have to bear the charges of their lodging & one time fooding.
3. Charges will be 5-8k for lodging, if they want separate rooms.
4. Charges will be 2-3k for lodging, if they will live on a sharing basis.
5. For the first month candidates have to pay 2 months room rent.
6. One time meal they have to manage on their own.

**Note:-**

1. Candidates have to share their tickets as the confirmation for joining.
2. If any candidate fails to join on the said date and time ,then their joining will be cancelled.

Thanks & Regards,



**ATUL PANDEY**  
Head - Corporate Relations & Placement  
INNOVATION COMES JOINTLY

📞 +91-9792010559  
✉️ atulpandey@icj.net.in  
🌐 www.icj.net.in  
📍 Prayagraj | Uttar Pradesh | India



**Disclaimer:-**

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## MATE/OFFER LETTER/2024

20/02/2024

We are happy to inform you that the below mentioned students have been shortlisted For Motherson Automotive Technologies & Engineering Chennai, Tamil Nadu as a Operator Engineer Trainee and Their Final Medical Test Will Be Done AT The Time Of Joining. Please Communicate The Same With The Students & Let Us Know About Their Joining Date.

S.No	Student Name	College	Branch	Contact	Email Id
1	Arpit Verma	CSJM	BTECH ME	8957817374	<a href="mailto:manu44arpit@gmail.com">manu44arpit@gmail.com</a>
2	Ankit Kumar Malviya	CSJM	BTECH ME	8090748922	<a href="mailto:ankitmalviya555@gmail.com">ankitmalviya555@gmail.com</a>
3	akhil Mishra	CSJM	BTECH ME	9793804305	<a href="mailto:mishraakhil1000@gmail.com">mishraakhil1000@gmail.com</a>
4	vikas Kumar Verma	CSJM	BTECH ME	7355093831	<a href="mailto:vikasverma7191393@gmail.com">vikasverma7191393@gmail.com</a>
5	Sakhshi Pathak	CSJM	BTECH ME	8081110227	<a href="mailto:pathaksakshi642@gmail.com">pathaksakshi642@gmail.com</a>
6	Akhilesh Kumar	CSJM	BTECH ME	8318399464	<a href="mailto:akhileshk26060@gmail.com">akhileshk26060@gmail.com</a>
7	Vishal Bharti	CSJM	BTECH ME	9555003908	<a href="mailto:dimpivishal08@gmail.com">dimpivishal08@gmail.com</a>
8	Namrata	CSJM	BTECH ME	6387717470	<a href="mailto:namrata.anjali2003@gmail.com">namrata.anjali2003@gmail.com</a>
9	Maneesha Rani	CSJM	BTECH ME	7088794873	<a href="mailto:mr.5423012@gmail.com">mr.5423012@gmail.com</a>
10	Gaurav Yadav	CSJM	BTECH ME	9453230353	<a href="mailto:gauravyadav742003@gmail.com">gauravyadav742003@gmail.com</a>
11	Shiv Mohan Mishra	CSJM	BTech ECE	9368592158	<a href="mailto:shivmishra5515@gmail.com">shivmishra5515@gmail.com</a>
12	Rohit Kumar Maurya	CSJM	BTech ECE	9889027185	<a href="mailto:rohitrk20@gmail.com">rohitrk20@gmail.com</a>
13	Mahak Srivastava	CSJM	BTech ECE	8081829288	<a href="mailto:mahakgonda1112@gmail.com">mahakgonda1112@gmail.com</a>
14	Anurag Gupta	CSJM	BTech ECE	6387640902	<a href="mailto:anuragg955@gmail.com">anuragg955@gmail.com</a>

**For Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 Formerly Motherson Sumi Systems Ltd.,)



Authorized Signatory

Head Office :  
**Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 formerly Motherson Sumi Systems Ltd.)  
 10th Floor, Plot No.1, Sector-127, Noida - Greater Noida  
 Expressway Noida-201301, U.P. India  
 Phone : +91-120-6679500, Fax : +91-120-6679700  
 Website : [www.motherson.com](http://www.motherson.com)

Regd. Office :  
**Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 formerly Motherson Sumi Systems Ltd.)  
 Unit -705, C Wing, CNE BKC,  
 G Block, Bandra Kurla Complex,  
 Bandra East, Mumbai - 400 051, Maharashtra  
 (India) Ph : 022-6135 4800, Fax No. : 022 - 6135-4801  
 CIN NO - L34300MH1986PLC284510

Plant :  
**Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 formerly Motherson Sumi Systems Ltd.)  
 Chengalpattu - Sipperumbudur Road,  
 Pondur Village & Post, Ned Sipperumbudur,  
 Kanchipuram (Dist-602 105, Tamil Nadu,  
 India, Phone : 044 - 47102800 New, Fax : 044 - 47102801  
 CIN NO - L34300MH1986PLC284510

## MATE/OFFER LETTER/2024

20/02/2024

S.No	Student Name	College	Branch	Contact	Email Id
15	Satyam Agrahari	CSJM	BTech ECE	8542840587	<a href="mailto:satyamag2002@gmail.com">satyamag2002@gmail.com</a>
16	lalit Kumar	CSJM	BTech ECE	8445436038	<a href="mailto:lalitkumar677573@gmail.com">lalitkumar677573@gmail.com</a>
17	Angad Kumar	CSJM	BTech CHEM	8874884507	<a href="mailto:angad2000kumar7@gmail.com">angad2000kumar7@gmail.com</a>
18	Garima	CSJM	BTech CHEM	7088501566	<a href="mailto:igarima26@gmail.com">igarima26@gmail.com</a>
19	Prachi Shukla	CSJM	BTech CHEM	9369661793	<a href="mailto:csjma2k20230@gmail.com">csjma2k20230@gmail.com</a>
20	Shahi Praveen	CSJM	BTech MSME	7017163557	<a href="mailto:csjmu2k20349@gmail.com">csjmu2k20349@gmail.com</a>
21	Nishul Kumar	AITH	BTech CHEM	6397346088	<a href="mailto:nishulkumar519@gmail.com">nishulkumar519@gmail.com</a>
22	Kishan shahi	AITH	BTech CHEM	7081908660	<a href="mailto:shahikishan597@gmail.com">shahikishan597@gmail.com</a>
23	Sonu Singh	AITH	BTech CHEM	9368614527	<a href="mailto:sonusingh2000@gmail.com">sonusingh2000@gmail.com</a>
24	Tarush Gautam	AITH	BTech CHEM	75055606539	<a href="mailto:tarushgautam712001@gmail.com">tarushgautam712001@gmail.com</a>
25	Amrat Singh	AITH	BTech CHEM	7017277837	<a href="mailto:amratasm64@gmail.com">amratasm64@gmail.com</a>
26	Gagan Kumar	AITH	BTECH ECE	8979170579	<a href="mailto:kgagan164@gmail.com">kgagan164@gmail.com</a>
27	Aman Singh	AITH	BTECH ECE	7905548881	<a href="mailto:amansinghraj38@gmail.com">amansinghraj38@gmail.com</a>
28	Sumit Verma	AITH	BTECH ECE	9984571743	<a href="mailto:sumitsankalp9984@gmail.com">sumitsankalp9984@gmail.com</a>
29	Deepika Patel	AITH	Btech	6392900249	<a href="mailto:deepikaroot@gmail.com">deepikaroot@gmail.com</a>

**For Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 Formerly Motherson Sumi Systems Ltd.,)



Authorized Signatory

Head Office :  
**Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 formerly Motherson Sumi Systems Ltd.)  
 10th Floor, Plot No.1, Sector-127, Noida - Greater Noida  
 Expressway Noida-201301, U.P. India  
 Phone : +91-120-6679500, Fax : +91-120-6679700  
 Website : [www.motherson.com](http://www.motherson.com)

Regd. Office :  
**Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
 formerly Motherson Sumi Systems Ltd.)  
 Unit -705, C Wing, CNE BKC,  
 G Block, Bandra Kurla Complex,  
 Bandra East, Mumbai - 400 051, Maharashtra  
 (India) Ph : 022-6135 4800, Fax No. : 022 - 6135-4801  
 CIN NO - L34300MH1986PLC284510

Plant :  
**Motherson Automotive Technologies & Engineering**  
 (A Division of Samvardhana Motherson International Limited  
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 Chengalpattu - Sipperumbudur Road,  
 Pandal Village & Post, Ned Sipperumbudur,  
 Kanchipuram (Dist)-602 105, Tamil Nadu,  
 India, Phone : 044 - 47102800 (ext. Fax : 044 - 47102801  
 CIN NO - L34300MH1986PLC284510



Date:- 29.03.24

To,

**Name:-** Shivam Pathak

**Mobile No.:-** 8077686080

**Email:-** shivam06pathak@gmail.com

**Address:-** 862 New Adarsh Nagar

### **LETTER OF INTENT**

Dear Mr. Shivam Pathak,

We are glad to have you be a part of **Neometrix Engineering Pvt Ltd**. As examined in your meeting, we are putting forth you on the position of **Graduate Engineer Trainee (GET)** until 6months of probation period, with Three Years of compulsory Bond Policy. Your beginning pay will be **CTC- 2, 40,000 (INR Two Lakh Forty Thousand per annum only)**.

Your appointment letter will be provided to you on your Date of Joining. Your Date of Joining is **10<sup>th</sup> April 2024**. An early response to the same is highly appreciated.

Look forward to have an amiable association with you.

Kindly feel free to contact us for any further clarifications.

Thanking you,



Khusboo Kumari

HR

Authorized Signatory

Page 1 of 1

### **Neometrix Engineering Private Limited**

Office/Factory: E-148, Sector-63, NOIDA, UP-201301 (Delhi NCR, INDIA)

[www.neometrixgroup.com](http://www.neometrixgroup.com), [contact@neometrixgroup.com](mailto:contact@neometrixgroup.com), Phone: 0120-4500800 (100 Lines), Fax: 0120-4500888 GSTN: 09AACCN2254N1Z6, CIN No.: U29120DL2005PTC141114

## Letter of Intent

20<sup>th</sup> March 2024

Devansh Srivastav  
Kanpur, Uttar Pradesh.

Dear Mr Devansh Srivastav,

Congratulations!

We are pleased to inform you that after reviewing your performance in multiple rounds of interviews conducted by us, Kanpur Flowercycling Pvt. Ltd. (KFPL) has selected you as a suitable candidate for the position of Associate Production Chemist. We are excited to extend to you an offer to join our team and take the first step towards a rewarding and fulfilling career with us.

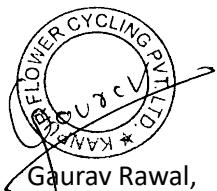
The purpose of this letter is to outline basic terms of our offer, which are as follows:

- **Job Title:** Associate Production Chemist
- **Start Date:** 15<sup>th</sup> April 2024
- **Annual CTC:** ₹ 2,40,000/- (Refer to Annexure A for CTC break up)
- **Probation Period:** 3 Months (15<sup>th</sup> April 2024 to 16<sup>th</sup> July 2024)
- **Location:** C-41, Udyog Kunj, Panki Site 5, Kanpur, Uttar Pradesh, 208022

If you accept this offer, we expect you to fully commit to your job and to contribute your best towards the success of the company. Please note that during the probation period you will be allowed only 1 leave per month.

To accept this offer, kindly revert via email confirming your joining date along with a scanned copy of this letter signed by you (each page) within 48 hours of receiving this letter. Should you have any questions or concerns regarding this offer, please do not hesitate to contact us.

Sincerely,



Gaurav Rawal,  
Research Scientist,  
KFPL



Arazi # 428,29, Bhauti, Pratappur, Kanpur-209305



hello@phool.co



www.phool.co



**Annexure - A**  
**Remuneration Break Up**

Your gross salary ₹ 2,40,000/- will be made payable in arrears in accordance with Kanpur Flowercycling Private Limited standard payroll practice and subject to all lawful deductions of income tax, provident fund contributions (if any), insurances or otherwise.

Kindly refer to the below table for details on each component of your salary.

	<b>Component</b>	<b>Amount/Month</b>	<b>Amount/Annum</b>
<b>Earnings</b>	Basic	10,000	120,000
	HRA	3,000	36,000
	Other Allowance	336	4,032
	Performance Incentive	4,000	48,000
	Statutory Bonus	833	9,996
	Employer's Contribution towards ESI	591	7,092
	Employer's Contribution towards EPF	1,240	14,880
	<b>Total CTC</b>	<b>20,000</b>	<b>240,000</b>
<b>Deductions</b>	Employer's Contribution towards EPF	1,240	14,880
	Employee's Contribution towards EPF	1,240	14,880
	Employer's Contribution towards ESI	591	7,092
	Employee's Contribution towards ESI	137	1,644
	<b>Total Salary-in-Hand</b>	<b>16,792</b>	<b>201,504</b>

Kindly note the following points-

- The aforesaid remuneration shall be subject to deduction of tax at source as prescribed under the Income Tax Act, 1961.
- The company will provide for your and your parents' health insurance after successful completion of probation period.



## Letter of Intent

20<sup>th</sup> March 2024

Musharraf Khan  
Kanpur, Uttar Pradesh.

Dear Mr Musharraf Khan,

Congratulations!

We are pleased to inform you that after reviewing your performance in multiple rounds of interviews conducted by us, Kanpur Flowercycling Pvt. Ltd. (KFPL) has selected you as a suitable candidate for the position of Associate Production Chemist. We are excited to extend to you an offer to join our team and take the first step towards a rewarding and fulfilling career with us.

The purpose of this letter is to outline basic terms of our offer, which are as follows:

- **Job Title:** Associate Production Chemist
- **Start Date:** 15<sup>th</sup> April 2024
- **Annual CTC:** ₹ 2,40,000/- (Refer to Annexure A for CTC break up)
- **Probation Period:** 3 Months (15<sup>th</sup> April 2024 to 16<sup>th</sup> July 2024)
- **Location:** C-41, Udyog Kunj, Panki Site 5, Kanpur, Uttar Pradesh, 208022

If you accept this offer, we expect you to fully commit to your job and to contribute your best towards the success of the company. Please note that during the probation period you will be allowed only 1 leave per month.

To accept this offer, kindly revert via email confirming your joining date along with a scanned copy of this letter signed by you (each page) within 48 hours of receiving this letter. Should you have any questions or concerns regarding this offer, please do not hesitate to contact us.

Sincerely,



Gaurav Rawal,  
Research Scientist,  
KFPL



Arazi # 428,29, Bhauti, Pratappur, Kanpur-209305



hello@phool.co



www.phool.co



**Annexure - A**  
**Remuneration Break Up**

Your gross salary ₹ 2,40,000/- will be made payable in arrears in accordance with Kanpur Flowercycling Private Limited standard payroll practice and subject to all lawful deductions of income tax, provident fund contributions (if any), insurances or otherwise.

Kindly refer to the below table for details on each component of your salary.

	<b>Component</b>	<b>Amount/Month</b>	<b>Amount/Annum</b>
<b>Earnings</b>	Basic	10,000	120,000
	HRA	3,000	36,000
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	Employer's Contribution towards EPF	1,240	14,880
	<b>Total CTC</b>	<b>20,000</b>	<b>240,000</b>
<b>Deductions</b>	Employer's Contribution towards EPF	1,240	14,880
	Employee's Contribution towards EPF	1,240	14,880
	Employer's Contribution towards ESI	591	7,092
	Employee's Contribution towards ESI	137	1,644
	<b>Total Salary-in-Hand</b>	<b>16,792</b>	<b>201,504</b>

Kindly note the following points-

- The aforesaid remuneration shall be subject to deduction of tax at source as prescribed under the Income Tax Act, 1961.
- The company will provide for your and your parents' health insurance after successful completion of probation period.





Tpo Csjmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Campus Drive RSPL LTD. \_ 20th Mar 2024.

**SONU SAHU-HR-KRS** <sonu.sahu1@rsplgroup.com>

Tue, Apr 2, 2024 at 12:41 PM

To: Saurabh TPO <tpo@csjmu.ac.in>

Cc: RAJESH DWIVEDI-HR-GGN <rajesh.dwivedi@rsplgroup.com>, JEEVENDRA PRATAP SINGH-HR-KRS

<jeevendrap.singh@rsplgroup.com>

Dear Mr. Saurabh Gupta Ji,

(Placement Officer - CSJMU)

Greetings from RSPL Limited!

We are delighted to inform you about the shortlisted candidate of the campus drive-2024 conducted at your esteemed institution on 20<sup>th</sup> March 2024. The drive aimed to identify talented individuals who would contribute significantly to our organization's growth and success.

We are pleased to announce that the following candidates have been selected to join our Organization.

<b>S.No.</b>	<b>Domain</b>	<b>College</b>	<b>Name of Student</b>	<b>Status</b>
1	CHEMICAL	CSJMU	Vaibhav Jaiswal	Selected
2	CHEMICAL	CSJMU	Sudhanshu Srivastav	Selected
3	MECHANICAL	CSJMU	Aman Yadav	Selected
4	MECHANICAL	CSJMU	Arpit verma	Selected
5	M.Sc(Chemistry)	CSJMU	Dheeraj Singh	Selected
6	M.Sc(Chemistry)	CSJMU	Divyanshu Singh	Selected
7	M.Sc(Chemistry)	CSJMU	Shubham Shukla	Selected
8	CHEMICAL	CSJMU	Prince Goswami	Wait list
9	MECHANICAL	CSJMU	Akhilesh kumar	Wait List
10	MECHANICAL	CSJMU	Awaneesh Pal	Wait List
11	M.Sc(Chemistry)	CSJMU	Shivam Singh	Wait list

As a part of our recruitment process, we will share an official letter to candidate shortly and RSPL HR Team would connect with students very soon for further required formalities.

We request your assistance in conveying our congratulations to the selected candidates and facilitating the necessary documentation process from your end. Additionally, please convey our heartfelt gratitude to all the participants for their active participation and enthusiasm during the campus drive.

Please feel free to connect us for any query or enquire further information.

**Note: These candidate are provisionally shortlisted and their offer will be issued through NATS Portal only subject to fulfilment of eligibility criteria defined by BOATS**

**Thanks and Regards**



**Sonu Sahu**  
HR Recruiter, RSPL Ltd.

9151777421 | [www.rsplgroup.com](http://www.rsplgroup.com) | [sonu.sahu1@rsplgroup.com](mailto:sonu.sahu1@rsplgroup.com)



---

**From:** Tpo Cs imu Saurabh Gupta <[tpo@csjmu.ac.in](mailto:tpo@csjmu.ac.in)>  
**Sent:** 14 March 2024 11:46  
**To:** SONU SAHU-HR-KRS <[sonu.sahu1@rsplgroup.com](mailto:sonu.sahu1@rsplgroup.com)>  
**Cc:** RAJESH DWIVEDI-HR-GGN <[rajesh.dwivedi@rsplgroup.com](mailto:rajesh.dwivedi@rsplgroup.com)>; JEEVENDRA PRATAP SINGH-HR-KRS <[jeevendrap.singh@rsplgroup.com](mailto:jeevendrap.singh@rsplgroup.com)>; PUNIT SRIVASTAVA-HR-HO <[punit.srivastava@rsplgroup.com](mailto:punit.srivastava@rsplgroup.com)>; APOORV NIGAM-HR-HO <[apoortv.nigam@rsplgroup.com](mailto:apoortv.nigam@rsplgroup.com)>; GAURAV KAUSHIK-HR-GGN <[gaurav.kaushik@rsplgroup.com](mailto:gaurav.kaushik@rsplgroup.com)>; placement.uiet@csjmu.ac.in <[placement.uiet@csjmu.ac.in](mailto:placement.uiet@csjmu.ac.in)>  
**Subject:** Campus Drive RSPL LTD. \_ 20th Mar 2024.

[Quoted text hidden]

Ref: RSPL/OFR/ HR/2024/34553

Date:11/05/2024

To,  
**Mr. Ankit Kumar Malviya**  
S/o Mr. Virendra Kumar Malaviya  
Address: Gyanpur, Lakhano, Sant Ravidas Nagar-221304 (U.P.)  
Mob:8090748922

**Subject: - Offer Letter For The Post of Trainee**

Dear Mr. Ankit,

Thank you for meeting us to pursue on employment opportunity with our company. Based on your resume and subsequent interview, we are pleased to make you an offer of an appointment as **Trainee-Procurement** with **RSPL Limited**. We are sure that RSPL will provide you with a satisfying and challenging work environment along with a successful growth path.

As agreed your annual **CTC** will be **Rs. 304404/- (Rupees Three Lakh Four Thousand Four Hundred Four Only)**. A detailed salary structure is enclosed as annexure I. We are looking forward to a long and productive relationship between you and the RSPL team. In case you have any queries or require specific clarifications please do feel free to contact the undersigned.

You are requested to accept this offer by **14/05/2024** failing which this offer stands withdrawn and cancelled. You are requested to join RSPL on or before **17/05/2024**. Formal appointment letter will be issued at the time of your joining. All joining documents as mentioned in Annexure II would need to be submitted on the date of joining.

Your initial place of posting will be at **Kanpur (H.O.)** However, management reserves right to utilize your services in any of our group companies, located elsewhere in India either in existence or which may come into existence. You will be required to report at the following address and complete the joining formalities.

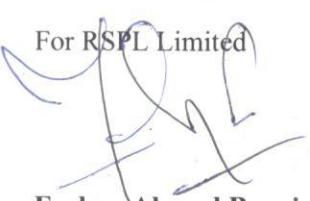
**Regd. Office add: P.No-119,120,121 Block-P&T, Fazalganj Kalpi Road, Kanpur-208012 (U.P.)**

In the meantime we request your confirmation of acceptance of this offer by returning as a signed copy of this letter.

Yours Sincerely,

For RSPL Limited

Received & accepted

  
**Farhan Ahmad Baqai**  
(General Manager-HR)

Signature with date  
Actual date of Joining



Annexure I: Compensation Break-up

Name		Ankit Kumar Malviya	
Designation		Trainee	
Location		Kanpur (H.O.)	
Department		Procurement	
Salary components		Per Month (INR)	Per Annum (INR)
A	Basic Pay	17200	206400
	Total A	17200	206400
B	House rent allowance	3250	39000
	Conveyance Allowance	1625	19500
	LTA	0	0
I - Gross monthly salary (A+B)		22075	264900
C	Retirals		
	PF	1800	21600
	Gratuity	827	9924
	ESIC	665	7980
	II - Total C	3292	39504
	Cost To Company (I + II)	25367	304404

\*Payment of Gratuity will be as per the rule of "Payment of Gratuity Act, 1972".

**Additional Benefits apart from the CTC:**

- You will also be entitled to receive Bonus/ Ex-Gratia as defined by the organization.

Signatures:



Farhan Ahmad Baqai  
(General Manager-HR)

Acceptance signature of Mr. Ankit Kumar Malviya

### Annexure II

Please carry the following documents with you at the time of your joining.

Sr. No.	Pre Joining Forms
1	Acknowledged Copy of Offer letter
2	Pre-Joining Medical Examination Report , Covid vaccine Certificate(Both Doses)
3	Five passport size colour Photographs
4	Proof for date of birth
5	Address Proof (Passport, Voter ID, DL, Ration Card, Utility Bills)
6	Class X mark sheet and certificate
7	Class XII mark sheet and certificate
8	Graduation / Degree certificate
9	Post Graduation Certificate
10	Last salary-slip from the previous employer
11	Relieving letter from the previous employer or an approved copy of the employee's resignation to his/her reporting manager.
12	PAN Card
13	Experience Certificate (Till Date)
14	Blood Group (Pathological Proof)

**Note: Certificates / Documents: (To be verified from original documents & HR to initial along with date, on the photocopy of the certificate)**

Ref: RSPL/OFR/ HR/2024/34554

Date:11/05/2024

To,  
**Mr. Arpit Verma**  
S/o Mr. Durga Prasad  
Address: 321 K, Vishwa Bank, Barra, Kanpur Nagar-208027 (U.P.)  
Mob:8957817374

**Subject: - Offer Letter For The Post of Trainee**

Dear Mr. Arpit,

Thank you for meeting us to pursue on employment opportunity with our company. Based on your resume and subsequent interview, we are pleased to make you an offer of an appointment as **Trainee-Procurement** with **RSPL Limited**. We are sure that RSPL will provide you with a satisfying and challenging work environment along with a successful growth path.

As agreed your annual CTC will be **Rs. 304404/- (Rupees Three Lakh Four Thousand Four Hundred Four Only)**. A detailed salary structure is enclosed as annexure I. We are looking forward to a long and productive relationship between you and the RSPL team. In case you have any queries or require specific clarifications please do feel free to contact the undersigned.

You are requested to accept this offer by **15/05/2024** failing which this offer stands withdrawn and cancelled. You are requested to join RSPL on or before **17/05/2024**. Formal appointment letter will be issued at the time of your joining. All joining documents as mentioned in Annexure II would need to be submitted on the date of joining.

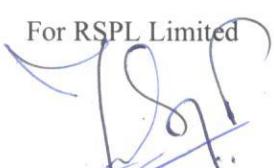
Your initial place of posting will be at **Kanpur (H.O.)** However, management reserves right to utilize your services in any of our group companies, located elsewhere in India either in existence or which may come into existence. You will be required to report at the following address and complete the joining formalities.

**Regd. Office add: P.No-119,120,121 Block-P&T, Fazalganj Kalpi Road, Kanpur-208012 (U.P.)**

In the meantime we request your confirmation of acceptance of this offer by returning as a signed copy of this letter.

Yours Sincerely,

For RSPL Limited



Received & accepted

**Farhan Ahmad Baqai**  
(General Manager-HR)

Signature with date  
Actual date of Joining





### Annexure I: Compensation Break-up

Name		Arpit Verma	
Designation		Trainee	
Location		Kanpur (H.O.)	
Department		Procurement	
Salary components		Per Month (INR)	Per Annum (INR)
A	Basic Pay	17200	206400
	Total A	17200	206400
B	House rent allowance	3250	39000
	Conveyance Allowance	1625	19500
	LTA	0	0
	I - Gross monthly salary (A+B)	22075	264900
C	Retirals		
	PF	1800	21600
	Gratuity	827	9924
	ESIC	665	7980
	II - Total C	3292	39504
	Cost To Company (I + II)	25367	304404

\*Payment of Gratuity will be as per the rule of "Payment of Gratuity Act, 1972".

#### Additional Benefits apart from the CTC:

- You will also be entitled to receive Bonus/ Ex-Gratia as defined by the organization.

Signatures:  
  
Farhan Ahmad Baqai  
(General Manager-HR)

Acceptance signature of Mr. Arpit Verma

### Annexure II

Please carry the following documents with you at the time of your joining.

Sr. No.	Pre Joining Forms
1	Acknowledged Copy of Offer letter
2	Pre-Joining Medical Examination Report , Covid vaccine Certificate(Both Doses)
3	Five passport size colour Photographs
4	Proof for date of birth
5	Address Proof (Passport, Voter ID, DL, Ration Card, Utility Bills)
6	Class X mark sheet and certificate
7	Class XII mark sheet and certificate
8	Graduation / Degree certificate
9	Post Graduation Certificate
10	Last salary-slip from the previous employer
11	Relieving letter from the previous employer or an approved copy of the employee's resignation to his/her reporting manager.
12	PAN Card
13	Experience Certificate (Till Date)
14	Blood Group (Pathological Proof)

Note: Certificates / Documents: (To be verified from original documents & HR to initial along with date, on the photocopy of the certificate)



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0011/24/609898

19 March, 2024

Full Name - Abhishek Bajpal

Phone Number - 8795386022

Email Id - bajpalabhishek315@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Abhishek Bajpal ,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Marketing
• Sub Department:	Sales, Marketing & Ops
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	12.0 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 850000 INR Variable: - 350000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Abhishek Bajpai

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0024/24/609893

19 March, 2024

Full Name - Anamika Yadav

Phone Number - 9336240537

Email Id - yadavanamika2130@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Anamika Yadav ,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Human Resources
• Sub Department:	Human Resource-Talent Acquisition
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	8.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 600000 INR Variable: - 250000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Anamika Yadav

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0011/24/609897

19 March, 2024

Full Name - Anisha sharma

Phone Number - 9548462865

Email Id - asharma90172@GMAIL.com

College Name - CSJM University

Full Address - To Be Decided

Dear Anisha sharma,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Marketing
• Sub Department:	Sales, Marketing & Ops
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	12.0 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 850000 INR Variable: - 350000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Anisha sharma

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0055/24/609896

19 March, 2024

Full Name - Arohi Tiwari

Phone Number - 7991220629

Email Id - arohitiwari777@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Arohi Tiwari,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Management Trainee
• Sub Department:	Management Trainee
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	5.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 450000 INR Variable: - 100000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Arohi Tiwari

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0055/24/609891

19 March, 2024

Full Name - Arpita Singh  
Phone Number - 7991383107  
Email Id - as2167665@gmail.com  
College Name - CSJM University  
Full Address - To Be Decided

Dear Arpita Singh,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Management Trainee
• Sub Department:	Management Trainee
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	5.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 450000 INR Variable: - 100000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Arpita Singh

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0055/24/609895

19 March, 2024

Full Name - Ashutosh Shukla

Phone Number - 7887072748

Email Id - ashutoshshukla1920redhot@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Ashutosh Shukla ,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Management Trainee
• Sub Department:	Management Trainee
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	5.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 450000 INR Variable: - 100000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Ashutosh Shukla

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0055/24/609892

19 March, 2024

Full Name - Astitva Chandra Rajpoot

Phone Number - 7007221076

Email Id - Astitvarajpoot123@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Astitva Chandra Rajpoot,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Management Trainee
• Sub Department:	Management Trainee
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	5.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 450000 INR Variable: - 100000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Astitva Chandra Rajpoot

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0011/24/609899

19 March, 2024

Full Name - Aviral Gupta

Phone Number - 9794460614

Email Id - aviralgupta566@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Aviral Gupta,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Marketing
• Sub Department:	Sales, Marketing & Ops
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	12.0 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 850000 INR Variable: - 350000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Aviral Gupta

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0024/24/609890

19 March, 2024

Full Name - lakshya kumar singh

Phone Number - 7985189772

Email Id - singhlakshya144@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear lakshya kumar singh,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Human Resources
• Sub Department:	Human Resource-Talent Acquisition
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	8.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 600000 INR Variable: - 250000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - lakshya kumar singh

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0055/24/609894

19 March, 2024

Full Name - Prajjwal Baghel

Phone Number - 8273233448

Email Id - 248prajjwal@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Prajjwal Baghel,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Management Trainee
• Sub Department:	Management Trainee
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	5.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 450000 INR Variable: - 100000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Prajjwal Baghel

Date - 19 March, 2024

Place -



## OFFER LETTER

Reference ID - TSIPL/CH/MTH0024/24/609889

19 March, 2024

Full Name - Swati

Phone Number - 8318280313

Email Id - swati.a0071@gmail.com

College Name - CSJM University

Full Address - To Be Decided

Dear Swati,

Welcome to TalentServe !!!,

Congratulations on your decision of partnering with us as we work together to transform the landscape of education.

We are pleased to offer you the position of Management Trainee on following terms & conditions as per Annexure a & b

### Offer Details:

• Designation:	Management Trainee
• Department:	Human Resources
• Sub Department:	Human Resource-Talent Acquisition
• Role Location / Work Location:	Remote for 6 Months
• Employment Type:	Final Placement 24(OJT Plus Placement)
• Total CTC per Annum	8.5 Lacs (Fixed + Variable)
• BreakUp CTC:	Fixed: - 600000 INR Variable: - 250000 INR

By Signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties and complete your successful training period to avail the offer.

We are confident and expect that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learned packed and truly meaning internship experience with TalentServe.

Congratulations and Welcome to the Team!

Samiksha  
HRD Department  
For TalentServe



### Confirmation and Acceptance

I, " \_\_\_\_\_", hereby accept to be a part of TalentServe India Private Limited and will abide by the Code of Conduct, policies, guidelines and the terms/conditions as set forth in this letter.

Signature -

Full Name - Swati

Date - 19 March, 2024

Place -



Ericsson Confidential  
INTERNSHIP LETTER

Date  
2024-02-29

Reference  
EGIL/HR-24:763 Uen

Your Date

Your Reference

Attending to this matter  
NO/EGI/H Manav Chhabra/KG

Mr. Rahul Yadav

Dear Mr. Yadav,

This has reference to your request letter for Internship in our organization and subsequent discussion regarding the same. We are pleased to allow you for this training in our organization **Noida**, starting from 13-Mar-2024 to 13-Sep-2024.

You will be assigned a project upon joining by Rinky x

Please contact Rinky x on the day of joining.

With best wishes

Yours sincerely,

For ERICSSON INDIA GLOBAL SERVICES PRIVATE LIMITED

**Manav Chhabra** Digitally signed by  
Manav Chhabra  
Date: 2024.03.01  
08:10:30 +05'30'

Manav Chhabra  
Head of Talent Acquisition EGI

**Ericsson India Global Services Private Limited**

Knowledge Boulevard,  
A-8A, Sector 62A. NOIDA  
INDIA - 201 309  
[www.ericsson.co.in](http://www.ericsson.co.in) / [www.ericsson.com](http://www.ericsson.com)

Tel: + 91 120 3029200  
Tel: + 91 120 4256000  
Fax: + 91 120 3029135

**Registered Office**

4<sup>th</sup> Floor, Dakha House  
18/17, W.E.A., Pusa Lane,  
Karol Bagh,  
New Delhi 110 005 INDIA



Ericsson Confidential  
INTERNSHIP LETTER

Date  
2024-03-04

Reference  
EGIL/HR-24:790 Uen

Your Date

Your Reference

Attending to this matter  
NO/EGI/H Manav Chhabra/KG

Ms. Mahak Srivastava

Dear Ms. Srivastava,

This has reference to your request letter for Internship in our organization and subsequent discussion regarding the same. We are pleased to allow you for this training in our organization **Noida**, starting from 13-Mar-2024 to 13-Sep-2024.

You will be assigned a project upon joining by Rinky x

Please contact Rinky x on the day of joining.

With best wishes

Yours sincerely,

For ERICSSON INDIA GLOBAL SERVICES PRIVATE LIMITED

**Manav Chhabra** Digital signature  
Digitally signed by  
Manav Chhabra  
Date: 2024.03.08  
11:19:43 +05'30'  
Manav Chhabra  
Head of Talent Acquisition EGI

**Ericsson India Global Services Private Limited**

Knowledge Boulevard,  
A-8A, Sector 62A. NOIDA  
INDIA - 201 309  
[www.ericsson.co.in](http://www.ericsson.co.in) / [www.ericsson.com](http://www.ericsson.com)

Tel: + 91 120 3029200  
Tel: + 91 120 4256000  
Fax: + 91 120 3029135

**Registered Office**

4<sup>th</sup> Floor, Dakha House  
18/17, W.E.A., Pusa Lane,  
Karol Bagh,  
New Delhi 110 005 INDIA



Ericsson Confidential  
INTERNSHIP LETTER

Date  
2024-03-04

Reference  
EGIL/HR-24:792 Uen

Your Date

Your Reference

Attending to this matter  
NO/EGI/H Manav Chhabra/KG

Ms. Pooja Gupta

Dear Ms. Gupta,

This has reference to your request letter for Internship in our organization and subsequent discussion regarding the same. We are pleased to allow you for this training in our organization **Noida**, starting from 13-Mar-2024 to 13-Sep-2024.

You will be assigned a project upon joining by Rinky x

Please contact Rinky x on the day of joining.

With best wishes

Yours sincerely,

For ERICSSON INDIA GLOBAL SERVICES PRIVATE LIMITED

Manav  
Chhabra

Digitally signed by  
Manav Chhabra  
Date: 2024.03.08  
11:18:49 +05'30'

Manav Chhabra  
Head of Talent Acquisition EGI

**Ericsson India Global Services Private Limited**

Knowledge Boulevard,  
A-8A, Sector 62A. NOIDA  
INDIA - 201 309  
[www.ericsson.co.in](http://www.ericsson.co.in) / [www.ericsson.com](http://www.ericsson.com)

Tel: + 91 120 3029200  
Tel: + 91 120 4256000  
Fax: + 91 120 3029135

**Registered Office**

4<sup>th</sup> Floor, Dakha House  
18/17, W.E.A., Pusa Lane,  
Karol Bagh,  
New Delhi 110 005 INDIA



Ericsson Confidential  
INTERNSHIP LETTER

Date  
2024-03-06

Reference  
EGIL/HR-24:813 Uen

Your Date

Your Reference

Attending to this matter  
NO/EGI/H Manav Chhabra/KG

Ms. Richa Kumari

Dear Ms. Kumari,

This has reference to your request letter for Internship in our organization and subsequent discussion regarding the same. We are pleased to allow you for this training in our organization **Noida**, starting from 13-Mar-2024 to 13-Sep-2024.

You will be assigned a project upon joining by Rinky x

Please contact Rinky x on the day of joining.

With best wishes

Yours sincerely,

For ERICSSON INDIA GLOBAL SERVICES PRIVATE LIMITED

Manav  
Chhabra

Digitally signed by  
Manav Chhabra  
Date: 2024.03.08  
10:16:19 +05'30'

Manav Chhabra  
Head of Talent Acquisition EGI

**Ericsson India Global Services Private Limited**

Knowledge Boulevard,  
A-8A, Sector 62A. NOIDA  
INDIA - 201 309  
[www.ericsson.co.in](http://www.ericsson.co.in) / [www.ericsson.com](http://www.ericsson.com)

Tel: + 91 120 3029200  
Tel: + 91 120 4256000  
Fax: + 91 120 3029135

**Registered Office**

4<sup>th</sup> Floor, Dakha House  
18/17, W.E.A., Pusa Lane,  
Karol Bagh,  
New Delhi 110 005 INDIA



Ericsson Confidential  
INTERNSHIP LETTER

Date  
2024-03-11

Reference  
EGIL/HR-24:829 Uen

Your Date

Your Reference

Attending to this matter  
NO/EGI/H Manav Chhabra/KG

Ms. Pratibha Kumari

Dear Ms. Kumari,

This has reference to your request letter for Internship in our organization and subsequent discussion regarding the same. We are pleased to allow you for this training in our organization **Noida**, starting from 20-Mar-2024 to 20-Sep-2024.

You will be assigned a project upon joining by Amit Sharma W

Please contact Amit Sharma W on the day of joining.

With best wishes

Yours sincerely,

For ERICSSON INDIA GLOBAL SERVICES PRIVATE LIMITED

**Manav Chhabra**  
Digitally signed by  
Manav Chhabra  
Date: 2024.03.11  
13:57:42 +05'30'  
Manav Chhabra  
Head of Talent Acquisition EGI

**Ericsson India Global Services Private Limited**

Knowledge Boulevard,  
A-8A, Sector 62A. NOIDA  
INDIA - 201 309  
[www.ericsson.co.in](http://www.ericsson.co.in) / [www.ericsson.com](http://www.ericsson.com)

Tel: + 91 120 3029200  
Tel: + 91 120 4256000  
Fax: + 91 120 3029135

**Registered Office**

4<sup>th</sup> Floor, Dakha House  
18/17, W.E.A., Pusa Lane,  
Karol Bagh,  
New Delhi 110 005 INDIA



Tpo Csjmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Fwd: CONNECT - Internships with Ericsson

101 Pooja Gupta <pforpooja567@gmail.com>  
To: tpo@csjmu.ac.in

Sat, Mar 9, 2024 at 12:46 PM

----- Forwarded message -----

From: **Alok Satsangi** <alok.satsangi@ericsson.com>  
Date: Fri, 8 Mar, 2024, 12:03 pm  
Subject: CONNECT - Internships with Ericsson  
To: [pforpooja567@gmail.com](mailto:pforpooja567@gmail.com) <[pforpooja567@gmail.com](mailto:pforpooja567@gmail.com)>  
Cc: Tanushree Kanojia <[tanushree.kanojia@ericsson.com](mailto:tanushree.kanojia@ericsson.com)>, Keya Sengupta <[keya.sengupta@ericsson.com](mailto:keya.sengupta@ericsson.com)>

Hi Pooja ,

Congratulations for being selected for the Ericsson's internship program – CONNECT 2024.  
I know you must be excited and curious to know more about your project and also about your first corporate exposure.

Here are the required details on the Internships with Ericsson -

- Project manager name – Rinky x
- Project start date – 13-Mar-2024
- Project end date – 13-Sep-2024
- Place of reporting – Ericsson Global Service India Private Limited.
- Contact person – Rinky x ([rinky.x@ericsson.com](mailto:rinky.x@ericsson.com))

As per the policy, Ericsson will be able to:-

- Provide you internship with us at the respective locations as already communicated to you.
- A stipend of INR 21000 per month

Ericsson Will NOT be able to –

- Provide accommodation
- Provide transport facility
- Provide extra food facility with nominal charges that would not bound to any specified amount, as the amount of meal can always vary as per the choice of meal chosen in office.
- These above things you will have to manage on your own.

In case any query, kindly get connected with Ms. Tanushree Kanojia ([tanushree.kanojia@ericsson.com](mailto:tanushree.kanojia@ericsson.com)) by sending her a separate mailer.

Thanks and regards,

ALOK SATSANGI  
Administration Specialist - TA  
MOAI F & S, Local Administration Services

Ericsson India Global Services Pvt. Ltd.  
Block A, King Canyon 12th Floor", Seat [No. 86](#),  
[ASF Insignia](#) - The IT/ITES SEZ, [Gurgaon](#)  
[Faridabad Road](#), [Gwal Pahari](#),  
[Gurgaon - 122003](#), [India](#)

 **HR-24-792-Pooja Gupta.pdf**  
83K



Tpo CsJmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Re: CONNECT - Internships with Ericsson

Shreya Dixit <shreyadixit25032002@gmail.com>  
To: tpo@csjmu.ac.in

Sat, Mar 9, 2024 at 1:24 PM

On Fri, Mar 8, 2024, 12:05 Alok Satsangi <[alok.satsangi@ericsson.com](mailto:alok.satsangi@ericsson.com)> wrote:

Hi Shreya ,

Congratulations for being selected for the Ericsson's internship program – CONNECT 2024.  
I know you must be excited and curious to know more about your project and also about your first corporate exposure.

Here are the required details on the Internships with Ericsson -

- Project manager name – Rinky x
- Project start date – 13-Mar-2024
- Project end date – 13-Sep-2024
- Place of reporting – Ericsson Global Service India Private Limited.
- Contact person – Rinky x ([rinky.x@ericsson.com](mailto:rinky.x@ericsson.com))

As per the policy, Ericsson will be able to:-

- Provide you internship with us at the respective locations as already communicated to you.
- A stipend of INR 21000 per month

Ericsson Will NOT be able to –

- Provide accommodation
- Provide transport facility
- Provide extra food facility with nominal charges that would not bound to any specified amount, as the amount of meal can always vary as per the choice of meal chosen in office.
- These above things you will have to manage on your own.

In case any query, kindly get connected with Ms. Tanushree Kanojia ([tanushree.kanojia@ericsson.com](mailto:tanushree.kanojia@ericsson.com)) by sending her a separate mailer.

Thanks and regards,

ALOK SATSANGI  
Administration Specialist - TA  
MOAI F & S, Local Administration Services

Ericsson India Global Services Pvt. Ltd.  
Block A, King Canyon 12th Floor", Seat **No. 86**,  
**ASF Insignia**" - The IT/ITES SEZ, **Gurgaon**  
**Faridabad Road, Gwal Pahari**,  
**Gurgaon - 122003, India**



Tpo CsJmu Saurabh Gupta &lt;tpo@csjmu.ac.in&gt;

## Fwd: CONNECT - Internships with Ericsson

chaturvediharsh002@gmail.com <chaturvediharsh002@gmail.com>  
 To: Tpo Gupta <tpo@csjmu.ac.in>

Sat, Mar 9, 2024 at 12:44 PM

Sent from my iPhone

Begin forwarded message:

**From:** Alok Satsangi <[alok.satsangi@ericsson.com](mailto:alok.satsangi@ericsson.com)>  
**Date:** 8 March 2024 at 12:03:52 PM IST  
**To:** [chaturvediharsh002@gmail.com](mailto:chaturvediharsh002@gmail.com)  
**Cc:** Tanushree Kanojia <[tanushree.kanojia@ericsson.com](mailto:tanushree.kanojia@ericsson.com)>, Keya Sengupta <[keya.sengupta@ericsson.com](mailto:keya.sengupta@ericsson.com)>  
**Subject:** CONNECT - Internships with Ericsson

Hi Utkarsh ,

Congratulations for being selected for the Ericsson's internship program – CONNECT 2024.  
 I know you must be excited and curious to know more about your project and also about your first corporate exposure.

Here are the required details on the Internships with Ericsson -

- Project manager name – Rinky x
- Project start date – 13-Mar-2024
- Project end date – 13-Sep-2024
- Place of reporting – Ericsson Global Service India Private Limited.
- Contact person – Rinky x ([rinky.x@ericsson.com](mailto:rinky.x@ericsson.com))

As per the policy, Ericsson will be able to:-

- Provide you internship with us at the respective locations as already communicated to you.
- A stipend of INR 21000 per month

Ericsson Will NOT be able to –

- Provide accommodation
- Provide transport facility
- Provide extra food facility with nominal charges that would not bound to any specified amount, as the amount of meal can always vary as per the choice of meal chosen in office.
- These above things you will have to manage on your own.

In case any query, kindly get connected with Ms. Tanushree Kanojia ([tanushree.kanojia@ericsson.com](mailto:tanushree.kanojia@ericsson.com)) by sending her a separate mailer.

Thanks and regards,

ALOK SATSANGI  
 Administration Specialist - TA  
 MOAI F & S, Local Administration Services

Ericsson India Global Services Pvt. Ltd.  
Block A, King Canyon 12th Floor", Seat **No. 86**,  
**ASF Insignia** - The IT/ITES SEZ, **Gurgaon**  
**Faridabad Road, Gwal Pahari,**  
**Gurgaon - 122003, India**

<[HR-24-794-Utkarsh Chaturvedi.pdf](#)>



## NSMX Campus Drive - MCA '24

Amish Husain <amish.husain@nsmatrix.com>

To: Tpo Csju Saurabh Gupta <tpo@csju.ac.in>

Cc: Nitesh Dua <nitesh.dua@nsmatrix.com>, Sachin Khatri <sachin.khatri@nsmatrix.com>, campusdrive <campusdrive@nsmatrix.com>

Sat, Feb 10, 2024 at 11:00 AM

Dear Saurabh,

Greetings from NS Matrix!

Thank you for planning an on-campus recruitment drive with NSMX. We really appreciate all your support and cooperation for planning this drive.

Below is the list of selected candidates. All Selected students need to come to NSMX office for collecting their offer letter and will share internship start date once they visit to NSMX office.

Will discuss and will share the date on which they need to visit our office soon.

SELECTED TO WORK FROM OFFICE							
S.No.	University Roll No.	Name	Contact Number	EMAIL ID	COLLEGE NAME	PROFILE	Qualification
1		ADARSH PRATAP SAHI	7309129429	<a href="mailto:ADARSHSHAH122@GMAIL.COM">ADARSHSHAH122@GMAIL.COM</a>	CSJMU	SP	MCA
2		ANIKA PANDEY	8081482382	<a href="mailto:ANIKAPANDEY2411@GMAIL.COM">ANIKAPANDEY2411@GMAIL.COM</a>	CSJMU	PM	MCA
3		POORNIMA BAJPAI	9336029219	<a href="mailto:POORNIMA20JAN@GMAIL.COM">POORNIMA20JAN@GMAIL.COM</a>	CSJMU	PM	MCA
4		SAKSHI DEWIVEDI	9839719768	<a href="mailto:SAKSHIDWIVEDI309@GMAIL.COM">SAKSHIDWIVEDI309@GMAIL.COM</a>	CSJMU	PM	MCA
5		DEVESH KHTRI	9140629937	<a href="mailto:KARMANIDEVESH@GMAIL.COM">KARMANIDEVESH@GMAIL.COM</a>	CSJMU	PM	MCA
6		ASTHA PENDAY	7985964924	<a href="mailto:QUANTAPANDEY@GMAIL.COM">QUANTAPANDEY@GMAIL.COM</a>	CSJMU	PM	MCA
7		VIPUL SINGH	9076783039	<a href="mailto:VIPULABHI6@GMAIL.COM">VIPULABHI6@GMAIL.COM</a>	CSJMU	DP	B.TECH.
8		ADITYA KUMAR DIXIT	7054293380	<a href="mailto:ADITYADIXIT7054@GMAIL.COM">ADITYADIXIT7054@GMAIL.COM</a>	CSJMU	DP	B.TECH.
9		NAVNEET YADAV	8707875375	<a href="mailto:YNAVNEET49@GMAIL.COM">YNAVNEET49@GMAIL.COM</a>	CSJMU	PM	B.TECH.
10		SHOMENDRA SACHAN	9651541136	<a href="mailto:ESHUSACHAN62@GMAIL.COM">ESHUSACHAN62@GMAIL.COM</a>	CSJMU	PM	MBA
11		RAJAT MISHRA	9795026206	<a href="mailto:RJ9795026206@GMAIL.COM">RJ9795026206@GMAIL.COM</a>	CSJMU	PM	B.TECH.
12		ADITYA AGARWAL	7905716204	<a href="mailto:ADITYAAGARWAL202020@GMAIL.COM">ADITYAAGARWAL202020@GMAIL.COM</a>	CSJMU	PM	B.TECH.
13		SHREYA SACHAN	7565090567	<a href="mailto:SHREYASACHAN9999@GMAIL.COM">SHREYASACHAN9999@GMAIL.COM</a>	CSJMU	PM	B.TECH.
14		SHREYA DIXIT	9026034126	<a href="mailto:SHREYADIXIT25032002@GMAIL.COM">SHREYADIXIT25032002@GMAIL.COM</a>	CSJMU	PM	B.TECH.
15		DEEPTI YADAV	7991640818	<a href="mailto:DEEPTIYADAV0411@GMAIL.COM">DEEPTIYADAV0411@GMAIL.COM</a>	CSJMU	PM	MBA
16		NAMAN KUMAR MAURYA	6394868873	<a href="mailto:NAMANMAURYA29002@GMAIL.COM">NAMANMAURYA29002@GMAIL.COM</a>	CSJMU	PM	B.TECH.

**Note:** Please also help sharing below documents:

1. CV of selected candidates.
2. NOC for selected students.
3. Exam date sheet.
4. Leave requirement for students for management approval.

We will be happy to invite you in our office and have a cup of Coffee/Tea with our CEO to understand how we can add more value and contribution in your success.

In case of any concern or query, please let us know!

Thanks & Regards,

**Amish Husain**  
Asst. Manager, Training & Placement

NS Matrix

[Quoted text hidden]



March 12, 2024

**Mr. Pushpendra Kumar Mishra,**  
S/O Shri Brijkishor Mishra,  
Madanuapur, Sarkarpur, Grant No. 11,  
Kheri, U.P. - 262802.  
Mobile: +91 9115310973.  
Email Id: mishrapushpendra415@gmail.com

**Sub: Offer Letter**

**Dear Mr. Pushpendra,**

The Management is pleased to offer you an appointment, subject to your being found medically fit, in our organization as **GET – Process, Grade – M10** on terms and conditions discussed and agreed by you.

In this connection, kindly get your medical examination done by a Registered Medical practitioner [MBBS or above qualification].

You will report for duty to **Sr. GM - HR & Admin at Rampur** on or before **14<sup>th</sup> March 2024**.

Please bring the following documents with you at the time of joining:

1. Four copies of your recent passport size photograph.
2. Original Certificate and Mark Sheets of all examinations passed by you along with one set of photocopies.
3. Original Experience Certificates.
4. Proof of your present emoluments and perquisites.
5. Relieving letter from your last employer.
6. Copy of PAN Card, Aadhar Card and SBI - Bank Passbook

This offer is valid till that date. Appointment letter will be issued post your joining the duty.

Thanking you,

Yours faithfully,

**For Radico Khaitan Ltd.**



**Vinay Padroo**

**Chief Human Resources Officer**

**Radico Khaitan Limited**

Plot No. J-1, Block B-1, Mohan Co-op. Industrial Area  
Mathura Road, New Delhi-110044

Ph : (91-11) 4097 5444/555 Fax: (91-11) 4167 8841-42  
Registered Office : Bareilly Road, Rampur-244901 (U.P.)  
Phones : 0595-2350601/2, 2351703 Fax : 0595-2350009  
e-mail : [info@radico.co.in](mailto:info@radico.co.in), website : [www.radicokhaitan.com](http://www.radicokhaitan.com)  
CIN No. L26941UP1983PLC027278



March 12, 2024

**Mr. Saurabh Patel,**  
S/O Shri Shailendra Verma,  
Gharahi Kheda, Jafrabad,  
Fatehpur, U.P. - 212635.  
Mobile: +91 8573928745.  
Email Id: [ftpsaurabhpatel2002@gmail.com](mailto:ftpsaurabhpatel2002@gmail.com)

**Sub: Offer Letter**

**Dear Mr. Saurabh,**

The Management is pleased to offer you an appointment, subject to your being found medically fit, in our organization as **Management Trainee – Commercial, (Bazpur), Grade – M10** on terms and conditions discussed and agreed by you.

In this connection, kindly get your medical examination done by a Registered Medical practitioner [MBBS or above qualification].

You will report for duty to **Sr. GM -HR & Admin at Rampur** on or before **15<sup>th</sup> March 2024**.

Please bring the following documents with you at the time of joining:

1. Four copies of your recent passport size photograph.
2. Original Certificate and Mark Sheets of all examinations passed by you along with one set of photocopies.
3. Original Experience Certificates.
4. Proof of your present emoluments and perquisites.
5. Relieving letter from your last employer.
6. Copy of PAN Card, Aadhar Card and SBI - Bank Passbook

This offer is valid till that date. Appointment letter will be issued post your joining the duty.

Thanking you,

Yours faithfully,

**For Radico Khaitan Ltd.**



**Vinay Padroo**

**Chief Human Resources Officer**

**Radico Khaitan Limited**

Plot No. J-1, Block B-1, Mohan Co-op. Industrial Area  
Mathura Road, New Delhi-110044

Ph : (91-11) 4097 5444/555 Fax: (91-11) 4167 8841-42  
Registered Office : Bareilly Road, Rampur-244901 (U.P.)  
Phones : 0595-2350601/2, 2351703 Fax : 0595-2350009  
e-mail : [info@radico.co.in](mailto:info@radico.co.in), website : [www.radicokhaitan.com](http://www.radicokhaitan.com)  
CIN No. L26941UP1983PLC027278



February 10, 2024

**Mr. Ankur Yadav,**  
S/O Shri Hansram,  
Dhusar, Sarkhana  
Purab Kheri, U.P. - 262902.  
Mobile: +91 7052599259.  
Email Id: ankur1222000@gmail.com

**Sub: Offer Letter**

**Dear Mr. Ankur,**

The Management is pleased to offer you an appointment, subject to your being found medically fit, in our organization as **GET – Process, Grade – M10** on terms and conditions discussed and agreed by you.

In this connection, kindly get your medical examination done by a Registered Medical practitioner [MBBS or above qualification].

You will report for duty to **Sr. GM -HR & Admin at Rampur** on or before **15<sup>th</sup> February 2024**.

Please bring the following documents with you at the time of joining:

1. Four copies of your recent passport size photograph.
2. Original Certificate and Mark Sheets of all examinations passed by you along with one set of photocopies.
3. Original Experience Certificates.
4. Proof of your present emoluments and perquisites.
5. Relieving letter from your last employer.
6. Copy of PAN Card, Aadhar Card and SBI - Bank Passbook

This offer is valid till that date. Appointment letter will be issued post your joining the duty.

Thanking you,

Yours faithfully,  
For Radico Khaitan Ltd.

*Vinay Padroo* M...

**Vinay Padroo**  
Chief Human Resources Officer

**Radico Khaitan Limited**

Plot No. J-1, Block B-1, Mohan Co-op. Industrial Area  
Mathura Road, New Delhi-110044

Ph : (91-11) 4097 5444/555 Fax: (91-11) 4167 8841-42  
Registered Office : Bareilly Road, Rampur-244901 (U.P.)  
Phones : 0595-2350601/2, 2351703 Fax : 0595-2350009  
e-mail : info@radico.co.in, website : www.radicokhaitan.com  
CIN No. L26941UP1983PLC027278

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Akansha Tripathi,  
Mob. No. - 9519758518,**

## **Offer Letter**

**Dear Ms. Akansha Tripathi,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Akshita Pandey,  
Mob. No. - 6306037617,**

## **Offer Letter**

**Dear Ms. Akshita Pandey,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Mr. Amon Mark,**  
**Mob. No. - 7500052757,**

## **Offer Letter**

**Dear Mr. Amon Mark,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi**  
**(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Anukha Dixit,  
Mob. No. - 9680453795,**

## **Offer Letter**

**Dear Ms. Anukha Dixit,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Arushi,  
Mob. No. - 7518429479,**

## **Offer Letter**

**Dear Ms. Arushi ,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Meenakshi Singh,  
Mob. No. - 9785289234,**

## **Offer Letter**

**Dear Ms. Meenakshi Singh,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Mr. Mohd Sajid,  
Mob. No. - 9651298200,**

## **Offer Letter**

**Dear Mr. Mohd Sajid,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Navya Dwivedi,  
Mob. No. - 8299477128,**

## **Offer Letter**

**Dear Ms. Navya Dwivedi,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

---

**29<sup>th</sup> January, 2024**

**Mr. Nikhil Yadav,  
Mob. No. - 6307695611,**

## **Offer Letter**

**Dear Mr. Nikhil Yadav,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Mr. Prateek Singh,  
Mob. No. - 8318657622,**

## **Offer Letter**

**Dear Mr. Prateek Singh,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Priyanka Gupta,  
Mob. No. - 6306343769,**

## **Offer Letter**

**Dear Ms. Priyanka Gupta,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

From: **Sandhya kumari** <sandhyaprodesk@gmail.com>

Date: Sat, Dec 23, 2023 at 1:47 PM

Subject: Re: Selected Candidate's List In Prodesk IT

To: Tpo Csјmu Saurabh Gupta <tpo@csјmu.ac.in>

Dear Sir,

Congratulations on below mentioned students for their selection for the ProDesk IT position!  
We are excited to have you join our team.

S.No	Students Name	Branch	Contact	Position Offered	Package
1	Deepti Yadav	MBA	7991640818	Hr Executive	2.6 LPA
2	Meghna Dwivedi	MCA	9198987945	Hr Executive	2.6 LPA
3	Shreya Sachan	B.Tech ECE	7565090567	Hr Executive	2.6 LPA
4	Nitesh Singh	B.Tech IT	6387876587	Frontend Developer	3 LPA
5	Riya Katiyar	B.Tech ECE	7607331031	Frontend Developer	3 LPA

Regards!!

Sandhya Kumari

HR - Talent Acquisition

Prodesk IT

E-Mail: [sandhyaprodesk@gmail.com](mailto:sandhyaprodesk@gmail.com), [prodesk@gmail.com](mailto:prodesk@gmail.com)

Website: [www.prodesk.in](http://www.prodesk.in)

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Mr. Raghvendra Mani Tripathi,  
Mob. No. - 8287297178,**

## **Offer Letter**

**Dear Mr. Raghvendra Mani Tripathi,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Rishika Tiwari,  
Mob. No. - 8303406480,**

## **Offer Letter**

**Dear Ms. Rishika Tiwari,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Mr. Shashank Somvanshi,**  
**Mob. No. - 6388723768,**

## **Offer Letter**

**Dear Mr. Shashank Somvanshi,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi**  
**(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Sweta Sharma,  
Mob. No. - 8840117565,**

## **Offer Letter**

**Dear Ms. Sweta Sharma,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Tanya Mishra,  
Mob. No. - 9580850822,**

## **Offer Letter**

**Dear Ms. Tanya Mishra,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Ms. Tulsi Mishra,  
Mob. No. - 9044964717,**

## **Offer Letter**

**Dear Ms. Tulsi Mishra,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

# **Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

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**29<sup>th</sup> January, 2024**

**Mr. Vikash Gupta,  
Mob. No. - 9721879811,**

## **Offer Letter**

**Dear Mr. Vikash Gupta,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**



**Ms. Karishma**

We are glad to confirm your selection as a **Business Development Executive** in our organization **Universities Nation (Campushala)**. You will be placed at our **Noida** office. The following are the terms and condition of the appointment:

**A huge congratulation to you!**

**You will receive Rs. 25,000 in hand per month.**

**Commencement Term:**

- **The duration of your probation will be for 3 months.**
- **At the end of probation period your services may be confirmed subject to your performance meeting the requisite standards.**

**At the time of joining, carry the following documents (Photocopies) with you.**

1. **Id proof (Pan Card & Aadhar Card)**
2. **Education Certificates (10<sup>th</sup>,12<sup>th</sup>, Graduation & Masters)**
3. **Cancelled cheque of bank account**
4. **2 passport size photographs**
5. **Previous employer relieving letter**

**Regards,**

**Vaishali Sharma**  
**HR Department**  
**Universities Nation**





**Ms. Nishi**

We are glad to confirm your selection as a **Business Development Executive** in our organization **Universities Nation (Campushala)**. You will be placed at our **Noida** office. The following are the terms and condition of the appointment:

**A huge congratulation to you!**

**You will receive Rs. 23,000 in hand per month.**

**Commencement Term:**

- The duration of your probation will be for 3 months.
- At the end of probation period your services may be confirmed subject to your performance meeting the requisite standards. And your in hand salary will be 25k

**At the time of joining, carry the following documents (Photocopies) with you.**

1. Id proof (Pan Card & Aadhar Card)
2. Education Certificates (10<sup>th</sup>, 12<sup>th</sup>, Graduation & Masters)
3. Cancelled cheque of bank account
4. 2 passport size photographs
5. Previous employer relieving letter

**Regards,**

**Vaishali Sharma**  
**HR Department**  
**Universities Nation**





**Mr. Pranjul**

We are glad to confirm your selection as a **Business Development Executive** in our organization **Universities Nation (Campushala)**. You will be placed at our **Noida** office. The following are the terms and condition of the appointment:

**A huge congratulation to you!**

**You will receive Rs. 23,000 in hand per month.**

**Commencement Term:**

- **The duration of your probation will be for 3 months.**
- **At the end of probation period your services may be confirmed subject to your performance meeting the requisite standards. After completing the probation period your salary will be 25k in hand**

**At the time of joining, carry the following documents (Photocopies) with you.**

1. **Id proof (Pan Card & Aadhar Card)**
2. **Education Certificates (10<sup>th</sup>,12<sup>th</sup>, Graduation & Masters)**
3. **Cancelled cheque of bank account**
4. **2 passport size photographs**
5. **Previous employer relieving letter**

**Regards,**

**Vaishali Sharma**  
**HR Department**  
**Universities Nation**





**Ms. Ritika**

We are glad to confirm your selection as a **Business Development Executive** in our organization **Universities Nation (Campushala)**. You will be placed at our **Noida** office. The following are the terms and condition of the appointment:

**A huge congratulation to you!**

**You will receive Rs. 23,000 in hand per month.**

**Commencement Term:**

- The duration of your probation will be for 3 months.
- At the end of probation period your services may be confirmed subject to your performance meeting the requisite standards. After completing the probation period your salary will be 25k in hand

**At the time of joining, carry the following documents (Photocopies) with you.**

1. Id proof (Pan Card & Aadhar Card)
2. Education Certificates (10<sup>th</sup>, 12<sup>th</sup>, Graduation & Masters)
3. Cancelled cheque of bank account
4. 2 passport size photographs
5. Previous employer relieving letter

**Regards,**

**Vaishali Sharma**  
**HR Department**  
**Universities Nation**





## CSJM University Placement Cell

By virtue of the blessings and guidance of  
Hon'ble Vice Chancellor sir, the following  
students have been placed in Nucleus Software.

**CTC: 4.33 LPA**

S.NO	NAME	CONTACT NO.	EMAIL ID	COURSE
1	Vijender Srivastava	8601278831	vijender8831bst@gmail.com	B.Tech IT
2	Riya Verma	8707468966	csjma20001390048csemoc k@csjmu.ac.in	B.Tech CSE
3	Aagam Jain	9305485633	aagamjain573@gmail.com	B.Tech CSE
4	Khushal Arya	8299154270	csjma20001390086esemoc k@csjmu.ac.in	B.Tech ECE



Ref. No.: S2g/Offer/1410/Aditya

**Subject:** Offer letter

Dear Aditya Kumar Dixit

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



**Ref. No.:** S2g/Offer/1410/Ashish

**Subject:** Offer letter

Dear Ashish Gupta

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



**Ref. No.:** S2g/Offer/1410/Avichal

**Subject:** Offer letter

Dear Avichal Kumar

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR in the month of January for the reappear test. Please note that, this letter will be valid only if you will be able to clear the reappear test.

In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Harshit

**Subject:** Offer letter

Dear Harshit Halwai

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Kamakhy

**Subject:** Offer letter

Dear Kamakhy Chaturvedi

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Kirti

**Subject:** Offer letter

Dear Kirti

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Manshi

**Subject:** Offer letter

Dear Manshi Sharma

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Naman

**Subject:** Offer letter

Dear Naman Kumar Maurya

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Naveen

**Subject:** Offer letter

Dear Naveen Kumar Pandey

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



## CSJM University Placement Cell

By virtue of the blessings and guidance of Hon'ble Vice-Chancellor sir, the following students have been placed in STEP2GEN Technologies.

CTC: 3.6 LPA

S.No	Student Name	Course/Branch	Status
1	Aditya Kumar Dixit	B.Tech IT	SELECTED
2	Prince Kumar Yadav	B.Tech IT	SELECTED
3	Sanjeev Kumar Singh	B.Tech IT	SELECTED
4	Naveen Kumar Pandey	B.Tech IT	SELECTED
5	Naman Kumar Maurya	B.Tech IT	SELECTED
6	Manshi Sharma	B.Tech IT	SELECTED
7	Raj aditya Verma	B.Tech CSE	SELECTED
8	Kamakhya Chaturvedi	B.Tech CSE	SELECTED
9	Sapna Vishwakarma	B.Tech CSE	SELECTED
10	Sangam Shukla	B.Tech CSE	SELECTED
11	KIRTI	B.Tech ECE	SELECTED
12	Ashish Gupta	BCA	SELECTED
13	Harshit Halwai	BCA	SELECTED
14	Avichal Kumar	B.Tech IT	Waiting
15	Preeti Yadav	B.Tech CSE	Waiting



**Ref. No.:** S2g/Offer/1410/Preeti

**Subject:** Offer letter

Dear Preeti Yadav

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR in the month of January for the reappear test. Please note that, this letter will be valid only if you will be able to clear the reappear test.

In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Prince

**Subject:** Offer letter

Dear Prince Kumar Yadav

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Raj

**Subject:** Offer letter

Dear Raj Aditya Verma

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Sangam

**Subject:** Offer letter

Dear Sangam Shukla

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



**Ref. No.:** S2g/Offer/1410/Sanjeev

**Subject:** Offer letter

Dear Sanjeev Kumar Singh

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Ref. No.: S2g/Offer/1410/Sapna

**Subject:** Offer letter

Dear Sapna Vishwakarma

We are pleased to confirm that you have been selected for training at Step2gen Technologies. The position we are offering you is a **Software Trainee**. We would like you to join us on or before **1<sup>st</sup> January, 2024**.

During this training period you will be entitled for monthly stipend. After successful completion of training, you will become a permanent employee and work on the capacity of Full Stack Developer. Your remuneration amount will be as per our agreement with your college.

You are required to contact HR at least a week advance from your date of joining. In the meantime, please feel free to contact via email/phone at [hr@step2gen.com](mailto:hr@step2gen.com) or call at 7009331458, if you have any query.

We are confident you will be able to make a significant contribution to the success of Step2gen Technologies and we look forward to work with you.

**Required documents:**

1. Two Passport Size Photographs
2. Educational Certificate (SSC, HSC, Graduation, PG, etc.)
3. PAN Card
4. Aadhar Card
5. Driving License
6. Laptop

**Office address:**

GR Tower, D-258,  
Industrial Area, Sector 75,  
Mohali – 160055

With profound regards,  
Karman Thakur  
HR Manager  
Step2gen Technologies



Atul Pandey &lt;atulpandey@icj.net.in&gt;

## List Of Selected Candidates

1 message

Atulpandey <atulpandey@icj.net.in> @techmahindra.com>  
To: Atulpandey <atulpandey@icj.net.in>

4 April 2024 at 10:52

Respected Sir,

Greetings,

We have conducted the final round interviews of all the candidates and glad to share with you the list of selected candidates list.

The below candidates will be joining as L1 Support Engineer in the month of Sep - Oct 2024 depending on their final year results.

Their Remuneration will be 3.60LPA CTC.

### Selected Candidates List For "L1 Support Engineer"

S.NO	STUDENT NAME	BRANCH	CONTACT	COLLEGE
1	BHAVESH BADANI	B.TECH IT	6392264629	DR.AMBEDKAR INSTITUTE OF TECHNOLOGY FOR HANDICAPPED
2	ASTHA DIXIT	B.TECH CSE	6392328058	DR.AMBEDKAR INSTITUTE OF TECHNOLOGY FOR HANDICAPPED
3	JATIN PAL	B.TECH IT	7302306798	DR.AMBEDKAR INSTITUTE OF TECHNOLOGY FOR HANDICAPPED
4	ABHAY GUPTA	B.TECH IT	7906889728	DR.AMBEDKAR INSTITUTE OF TECHNOLOGY FOR HANDICAPPED
5	ADITI GUPTA	B.TECH IT	8318751476	DR.AMBEDKAR INSTITUTE OF TECHNOLOGY FOR HANDICAPPED
6	SHRUTI BANSAL	B.TECH CSE	7742365890	CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY
7	SHWETA YADAV	B.TECH IT	9569471239	CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY
8	ADITYA KUMAR DIXIT	B.TECH IT	7054293380	CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY

**Note:-** Once students will get their final year results ,they have to submit their following documents for the background verification:

1. 10th, 12th & Graduation Marksheets.
2. Provisional Letter From The College.
3. Character certificate from the college.
4. Aadhar Card
5. PAN Card
6. Medical Certificate From Government Hospital

Regards,

RMG Team Noida | **Tech Mahindra**

Tech Boulevard, Tower C, 4<sup>th</sup> Floor, Noida 201304

Connect with us:

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===== Disclaimer: This message and the information contained herein is proprietary and confidential and subject to the Tech Mahindra policy statement, you may review the policy at <http://www.techmahindra.com/Disclaimer.html> externally <http://tim.techmahindra.com/tim/disclaimer.html> internally within TechMahindra.

=====

## OFFER LETTER

Dear Mr. Pranjal Singh  
 Csjm University  
 Kanpur Uttar Pradesh

This refers to your application for rendering your services to the company and subsequent interview with us. We are pleased to offer you a position in our company on the following terms and conditions.

Designation	: <b>CEASEFIRE MANAGEMENT TRAINEE</b>
Date of Joining	: <b>15-Aug-2024</b>
Functional Band	: <b>Front Liner/Business Development</b>
Department	: <b>SALES</b>
Division	: <b>CSD</b>
Salary	: <b>As Per Annexure 'A'</b>
Reporting Branch	: <b>MUMBAI</b>
Location	: <b>MUMBAI</b>

Your duties and responsibilities shall be as assigned to you by the Company from time to time. Your reporting branch will be **MUMBAI**. However, you may be transferred/deputed to anywhere in India or abroad.

You will be appointed on probation for a period of six months and your confirmation of services is subject to satisfactory completion of your probationary period. A detailed appointment letter will be issued to you on your joining.

As discussed & agreed, We would like you to join your duties on **15-Aug-2024**. Actual branch name and address will be informed to you subsequently.

As a part of Ceasefire's e-joining process, you will be required to share scanned copy of a list of mandatory documents on our online joining portal(E-Profile), the link for same will be sent shortly.

Since this offer is based on vacancy of the position for this particular location in the company, the current offer may get withdrawn or location allocation may get changed in case of unavailability of the vacancy or any business changes. Same shall be informed to you over telephone and email on occurrence.

\* Please carry your own laptop at the time of joining. Carrying laptop and original document is mandatory, failing to which joining can be cancelled and offer can be withdrawn.

We look forward to welcome you at CEASEFIRE for a long and rewarding career.

With best wishes  
 Your Sincerely,  
 For Ceasefire Industries Private Limited.



Arnab Kumar Das  
 Human Resource

**Annexure - A**

NAME : PRANJUL SINGH  
DIVISION : CSD

DESIGNATION : CEASEFIRE MANAGEMENT TRAINEE  
DOJ : 15-Aug-2024

Particulars

Amounts(Rs.)

<b>Fixed Component</b>		
Basic		<b>15100</b>
House Rent Allowance		<b>7063</b>
Advance Statuary Bonus		<b>4481</b>
<b>Sub Total A</b>		<b>26644</b>
<b>Sub Total B</b>		<b>0</b>
<b>Reimbursement</b>		
Monthly Performance Linked Reimbursement*		<b>4090</b>
<b>Sub Total B1</b>		<b>4090</b>
Gratuity****		<b>726</b>
<b>Sub Total C</b>		<b>726</b>
<b>Total Salary Package (A+B+B1+C)</b>		<b>31460</b>
<b>Total Salary Package Per Annum</b>		<b>377520</b>
<b>Deductions</b>	<b>Monthly TH</b>	<b>Annual TH</b>
Employee Welfare Trust	150	1800
<b>Total</b>	<b>150</b>	<b>1800</b>
<b>Total TH</b>	<b>30584</b>	<b>367008</b>
<b>Additional Perks</b>		

**Medical Insurance:** Benefits available for self and family including spouse and upto 2 kids.

**Leave Encashment:** As per company's leave policy.

**LTA:** To be claimed post completion of 1 year of service with the company.

**Medical Reimbursement:** Medical Reimbursement can be claimed quarterly subject to submission of bills .

\* Qualitative Performance Incentive /Reimbursement subject to achievement of the given objectives as per existing policy.

\*\* Variable Incentive/ Performance Linked Reimbursement (PLR) is applicable as per company's policy. Actual amount may vary depending on the performance

\*\*\* Ex-Gratia / Statutory Bonus: Subject to completion of 1 year from date of joining.

\*\*\*\*Gratuity: As per the Provisions of the Payment of the Gratuity Act, 1972.

Note :- All taxes are applicable as per law.“Any type incentives, reimbursement, allowances and gifts will only be paid to the employee in case he/she is active (also not in notice period) on the day of disbursement. This excludes any travel reimbursements.”

With best wishes

For Ceasefire Industries Private Limited.



Arnab Kumar Das  
Human Resource

EXTENSIVE RANGE OF FIRE EXTINGUISHERS | SPECIAL APPLICATION FIRE EXTINGUISHERS | MICRO ENVIRONMENT FIRE SUPPRESSION | FIRE SUPPRESSION SYSTEMS  
KITCHEN FIRE SUPPRESSION SYSTEMS | FIRE ALARM SYSTEMS | FIRE PROJECTS | ANNUAL MAINTENANCE CONTRACT | FIRE TRAINING | REFILLING | ACCESSORIES

**CEASEFIRE INDUSTRIES PRIVATE LIMITED**

B1/ H1, 2nd Floor Mohan Cooperative Industrial Estate,  
Mathura Road, New Delhi - 110044  
Ph. : 011-41846800 | response@ceasefire.in  
www.ceasefire.in | SMS : Fire to 53030

**Registered Office :**

602, "Doli Chamber", 6th Floor, Behind  
Strand Cinema, Colaba, Mumbai - 400005, India  
Tel.: 022-22854677 / 78 | Fax: 022-66349069

CIN No. U29193MH2002PTC136108

**Connect**  
SERVICES      +91 9540 666 666  
+91 1800 120 3473  
+91 120 4223473

15 February 2024

**Mr. Harsh Dixit**  
Kanpur, Uttar Pradesh  
208027

**OFFER FOR INTERNSHIP & TRAINING**

Dear Harsh Dixit,

We are pleased to offer you paid Internship opportunity with CMR Green Technologies Limited, as an Intern under Talent Strategy scheme and your internship period shall run from **19 February 2024** till **18 August 2024**.

You will be required to report at our Corporate Office: **7th Floor, Tower 2, L & T Business Park, 12/4 Delhi Mathura Road, Faridabad, Haryana, 121003, India at 9.00 AM** on **19 February 2024**, to complete the Joining & On-Boarding process. The schedule for internship programme is as follows:

Stage	From	To	Agenda	Location
I	19 Feb 2024	21 Feb 2024	Company overview	Corporate
II	22 Feb 2024	31 Mar 2024	Understanding about Plant Operations	Bawal
III	1 Apr 2024	18 Aug 2024	On Job Practical Training	Tatarpur

Your performance shall be assessed as per Company's processes and subject to successful completion of Internship as per schedule, you will be offered the position of "**Graduate Engineer Trainee**" under "**Engineering Leadership Program (ELP)**" in Job Band 'A' with effect from **19 August 2024**. At that we will issue a fresh Appointment Letter detailing the terms and conditions of your appointment. The proposed place of posting as a "**Graduate Engineer Trainee**" would be at our "**Tatarpur**" plant.

A detailed Letter stating the terms & conditions of your internship will be issued at the time of your joining. However general terms and conditions will be as under:

- i. The Internship schedule is indicative in nature and based on learning requirement, you can be placed in any of the Plant/Office of CMR Group.
- ii. You will ensure full compliance of Company's Rules, Regulations and Code of Conduct, Group Values & Prevention of Sexual Harassment Policy, with no exceptions.
- iii. We will pay Rs 21,000 per Month (Rs 15000/- stipend + Rs 6000/- for hospitality (boarding / lodging & travelling) subject to taxes to be borne by the Intern as per prevailing tax laws.

Please note that the following documents must be compulsorily produced on proposed Date of Joining:

1. Four passport size photographs
2. Copies of your academic qualification certificates (Class X onwards)
3. Medical Fitness Certificate (from Registered Allopathic Medical Practitioner)
4. Copy of Aadhar Card & Permanent Account Number (PAN).
5. Copy of Bank Passbook/Cancelled Cheque.

We look forward to your being a part of CMR Group. Should you require any further clarification, you may please feel free to revert to us.

Thanking you,

For CMR Green Technologies Limited,



**Ravi Tomar**  
Assistant General Manager – Corporate HR

**CMR GREEN TECHNOLOGIES LIMITED**

Regd. Office: 7th Floor, Tower 2, L&T Business Park,  
12/4 Delhi Mathura Road, Faridabad, Haryana-121003, India

To,

Date: 21 February 2024

Ms. Vandana Patel  
Varanasi, Uttar Pradesh  
221007

Subject: Letter of Engagement as Intern Trainee (Project)

Dear Ms. Vandana Patel

With reference to our interaction with you, we are pleased to place you as "Intern Trainee" in our Company with effect from 19 February 2024, subject to following terms and conditions:

1. Your Internship Programme will be for a period of six months starting from 19 Feb 2024 and till 18 Aug 2024. The Internship Programme will be completed in following phases:

Stage	From	To	Agenda	Location
I	19 Feb 2024	21 Feb 2024	Company overview	Corporate
II	22 Feb 2024	31 Mar 2024	Understanding about Corporate Function - Project	Corporate
III	1 Apr 2024	18 Aug 2024	On Job Practical Training	Corporate
IV	19 Aug 2024	18 Aug 2025	Trainee – Practical Exposure to workplace	Corporate

2. This Internship Programme is being offered with the understanding that subject to your successful completion of the internship programme and completion of your degree/diploma with requisite percentage/grade (60% and above or equivalent grade), you will be offered a position as "Graduate Engineer Trainee" under the Engineering Leadership Programme of the Company, where you will be absorbed on the regular rolls of the company. A fresh Appointment Letter will be issued with all terms and conditions appurtenant to such appointment.
3. Your place of posting will be at Corporate, However, this may be changed to anywhere in India based on requirements of the company.
4. You would be paid stipend of INR 15000/- (Rupees fifteen Thousand only) on monthly basis. In addition, Intern Trainees are also eligible for claiming hospitality allowance of INR 6,000/- per month, payable in case the Intern Trainee makes self-arrangement for Boarding and Lodging at the place of internship.
5. The payment of stipend is subject to your attending the internship training on each working day and any taxes on above mentioned stipend / hospitality allowance shall be borne by you.
6. You will be allowed to appear for your examination as per your institute and course requirements. You are required to submit the date-sheet issued by the Institute to the location HR and apply for permission to leave station and appear for examination.
7. During the period of internship, either party can terminate this internship by giving the other party a notice of 7 days or total stipend amount for 7 days in lieu thereof.

### CMR GREEN TECHNOLOGIES LIMITED

Regd. Office: 7th Floor, Tower 2, L&T Business Park,  
12/4 Delhi Mathura Road, Faridabad, Haryana-121003, India



0129-4223050



www.cmr.co.in



century@cmr.co.in

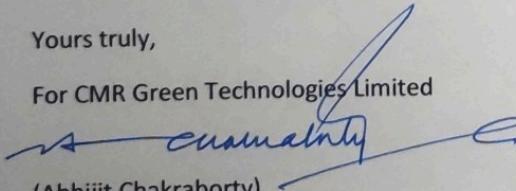
CIN: U00337HR2005PLC085675

8. During the period of internship with the company, you shall not take up any other internship, training, or assignment, on payment basis. The payment includes any form of monetary payment including fees, honorarium, donation, or non-monetary value received in lieu thereof. In case of unpaid/voluntary work, the assignment should not be creating any conflict of interest with the company's business.
9. All data, records, files etc. which is placed in your custody or informed to you as an intern trainee of the company shall be kept confidential by you and shall not be revealed to any third party, in any form, verbal or written or digital, explicitly or implicitly; whether during or after internship, without explicit written consent of the Company; and the company asserts its proprietary right on all such data.
10. The company asserts its Intellectual Property rights on any or all development or design that you may do as an Intern Trainee of the company.
11. You will be bound by all the rules and regulations of the company, as existing and as amended from time to time, including but not limited to Code of Conduct, Values, Attendance, Prevention of Sexual Harassment at Workplace, and IT Security policy.
12. This Internship is contingent upon:
  - a. All information, facts and figures provided by you to the company at any point in time, being accurate and true.
  - b. Your complete acceptance of all the terms and conditions of appointment.
13. Upon acceptance by you of this letter, this letter shall supersede all prior oral or written agreements, commitments, understandings, or communications, whether formal or informal, with respect to this subject matter.
14. Please sign the duplicate copy of this letter, enclosed herewith, as acceptance of the offer contained herein, and return the same to us.

We welcome you to the CMR Group and look forward to a fruitful association.

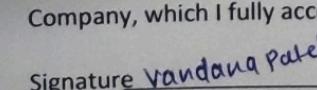
Yours truly,

For CMR Green Technologies Limited

  
(Abhijit Chakraborty)  
General Manager- Corporate HR

Acceptance:

I have read and understood all the terms and conditions of Internship. I hereby accept all the terms and conditions and undertake to abide by the same. I have also been explained the rules of the company relating to my association and I understand that they may be revised from time to time at the discretion of the Company, which I fully accept.

  
Signature Vandana Patel

Date 21/02/2024

**CMR GREEN TECHNOLOGIES LIMITED**

Regd. Office: 7th Floor, Tower 2, L&T Business Park,  
12/4 Delhi Mathura Road, Faridabad, Haryana-121003, India

Page 2 of 2



0129-4223050



www.cmr.co.in



century@cmr.co.in

CIN: U00337HR2005PLC085675

15 February 2024

**Mr. Yash Tripathi**  
Basti, Uttar Pradesh  
272001

**OFFER FOR INTERNSHIP & TRAINING**

Dear Yash Tripathi,

We are pleased to offer you paid Internship opportunity with CMR Green Technologies Limited, as an **Intern** under Talent Strategy scheme and your internship period shall run from **19 February 2024** till **18 August 2024**.

You will be required to report at our Corporate Office: **7th Floor, Tower 2, L & T Business Park, 12/4 Delhi Mathura Road, Faridabad, Haryana, 121003, India at 9.00 AM** on **19 February 2024**, to complete the Joining & On-Boarding process. The schedule for internship programme is as follows:

Stage	From	To	Agenda	Location
I	19 Feb 2024	21 Feb 2024	Company overview	Corporate
II	22 Feb 2024	31 Mar 2024	Understanding about Plant Operations	Tatarpur
III	1 Apr 2024	18 Aug 2024	On Job Practical Training	Tatarpur

Your performance shall be assessed as per Company's processes and subject to successful completion of Internship as per schedule, you will be offered the position of "**Graduate Engineer Trainee**" under "**Engineering Leadership Program (ELP)**" in Job Band 'A' with effect from **19 August 2024**. At that we will issue a fresh Appointment Letter detailing the terms and conditions of your appointment. The proposed place of posting as a "**Graduate Engineer Trainee**" would be at our "**Tatarpur**" plant.

A detailed Letter stating the terms & conditions of your internship will be issued at the time of your joining. However general terms and conditions will be as under:

- The Internship schedule is indicative in nature and based on learning requirement, you can be placed in any of the Plant/Office of CMR Group.
- You will ensure full compliance of Company's Rules, Regulations and Code of Conduct, Group Values & Prevention of Sexual Harassment Policy, with no exceptions.
- We will pay Rs 21,000 per Month (Rs 15000/- stipend + Rs 6000/- for hospitality (boarding / lodging & travelling) subject to taxes to be borne by the Intern as per prevailing tax laws.

Please note that the following documents must be compulsorily produced on proposed Date of Joining:

- Four passport size photographs
- Copies of your academic qualification certificates (Class X onwards)
- Medical Fitness Certificate (from Registered Allopathic Medical Practitioner)
- Copy of Aadhar Card & Permanent Account Number (PAN).
- Copy of Bank Passbook/Cancelled Cheque.

We look forward to your being a part of CMR Group. Should you require any further clarification, you may please feel free to revert to us.

Thanking you,

For CMR Green Technologies Limited,



**Ravi Tomar**  
Assistant General Manager – Corporate HR

**CMR GREEN TECHNOLOGIES LIMITED**

Regd. Office: 7th Floor, Tower 2, L&T Business Park,  
12/4 Delhi Mathura Road, Faridabad, Haryana-121003, India



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Akash Singh,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

We want to inform you that you need to report at above mentioned details and this letter is valid for next seven days from date of issue, and in case of any concern you can call to our representative at:

Asha (HR): 9873840134

Jitendra( HR): 7982454707

**Note:** 1. This is not an offer or appointment letter. Company benefits (if any) applicable as per company policy and any compliance related benefits will be applicable as per company policy.  
2. Company has all the rights to change company name and location as per availability.

Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Anurag gupta,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Jitendra( HR): 7982454707

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Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

**Dear Arjun Dixit,**

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Ayush kumar,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
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**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Dheeraj Gupta,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Jitendra( HR): 7982454707

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Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Lalit Kumar,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

We want to inform you that you need to report at above mentioned details and this letter is valid for next seven days from date of issue, and in case of any concern you can call to our representative at:

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Jitendra( HR): 7982454707

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2. Company has all the rights to change company name and location as per availability.

Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Pratibha Kumari,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

We want to inform you that you need to report at above mentioned details and this letter is valid for next seven days from date of issue, and in case of any concern you can call to our representative at:

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Jitendra( HR): 7982454707

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 2. Company has all the rights to change company name and location as per availability.

Thanks & Regards,

**Somesh Kumar**  
 HR Team  
 SuVagmi



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Ritik Ojha,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
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**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Rohit Kumar Maurya,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
**Stipend/ Salary will b in between Rs 15,000-18,000.**

**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

We want to inform you that you need to report at above mentioned details and this letter is valid for next seven days from date of issue, and in case of any concern you can call to our representative at:

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 2. Company has all the rights to change company name and location as per availability.

Thanks & Regards,



**Somesh Kumar**  
**HR Team**  
**SuVagmi**



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Satyam Agrahari,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
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**Gender:** Male

**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Thanks & Regards,

**Somesh Kumar**  
 HR Team  
 SuVagmi



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Shiv Mohan Mishra,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
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**Gender:** Male

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Thanks & Regards,

**Somesh Kumar**  
 HR Team  
 SuVagmi



## Letter Of Intent

Date: 23/02/24

Ref: SVA- Kanpur/ 23-24

Dear Shreya Sachan,

On subsequent interactions with you, we want to inform you that your profile is shortlisted for below mentioned position and your date of reporting and other details mentioned below:

**Name of the Company:** Quess Corp Ltd

**Name of Client:** Dixon Electro Appliances Pvt Ltd

**Address:** Sec -85 plot no B-14 Noida

**Contact Person:** Mr Gaurav (7836018888)

**Qualification:** B.Tech ( ECE)

**Stipend/ Salary (In Rs.):** 12661 (Plus Food free, Attendance Award Rs 2000, OT- 90 per hours, Night Allowance Rs 1500) till the exam completion. After final provisional letter( of B'Tech)  
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**Date and time of reporting:** 26<sup>th</sup> Feb'24, 9 AM

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Thanks & Regards,

**Somesh Kumar**  
**HR Team**  
**SuVagmi**

**Date:**

To,

Name	AMAN PRATA SINGH CHAUHAN
Roll Number	CSJMA 20001390138
Batch	2K20 [I T]
College Name	UIET, CSJM,

## Offer Letter

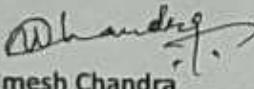
Congratulations on your selection at Emeis Technologies Pvt. Ltd. We are pleased to offer you position of **Software Trainee** at Emeis Technologies Pvt. Ltd.

You will be joining us as a Software Trainee and your training period will be for 6(six) months. During training period you will be given a stipend of Rs.10,000/- (Ten Thousand only) per month. After successfully completing your training and subject to your performance, you will be offered the position of Software Engineer in Emeis Technologies and your Annual Gross will be Rs. 4 Lakhs per Annum (minimum).

You are advised to join on or before **8<sup>th</sup> Jan 2024**. This offer would not be valid and would be treated as cancelled if you are not able to join us on or before the joining date. Cost to company will be recovered from the individual in case he/she will leave the training without completion.

We once again welcome you to our organization and look forward to a long-term and mutually fruitful association with you. To help complete joining formalities, carry the following documents with you on the day of joining.

1. Five Passport size photographs.
2. X and XII Mark sheet and Certificates.
3. Graduation and Post-Graduation Mark sheets and Certificates.
4. Copy of PAN Card, Aadhar Card and Passport.



Umesh Chandra  
COO  
Emeis Technologies Pvt. Ltd.



Date:

To,

Name	KASHISH KASHYAR
Roll Number	CSJMA 20001390030
Batch	2024
College Name	CSJM

## Offer Letter

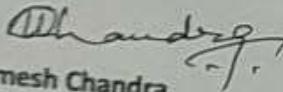
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Umesh Chandra  
COO  
Emeis Technologies Pvt. Ltd.



Date:

To,

Name	SHIVANI YADAV
Roll Number	22091000054
Batch	MCA-2024
College Name	CSTM

## Offer Letter

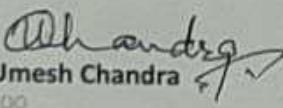
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Umesh Chandra  
COO  
Emeis Technologies Pvt. Ltd.



SHOT ON MI 10I

Emeis Technologies Pvt. Ltd 09/09/2023 20:11

63, iThum, Plot No. A-40, Sector-62, Noida, Uttar Pradesh-201301, India

Ph.: +91-120-4561619, E: contactus@emeistechnologies.com, W: www.emeistechnologies.com

Date:

To,

Name	VIRAT KUMAR
Roll Number	CSJMA 20001390194
Batch	2K20
College Name	IT CSJM (UIET)

## Offer Letter

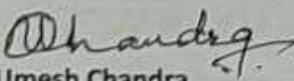
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3. Graduation and Post-Graduation Mark sheets and Certificates.
4. Copy of PAN Card, Aadhar Card and Passport.

  
Umesh Chandra  
COO  
Emeis Technologies Pvt. Ltd.



Date:

To,

Name	SHIVANSHU JAISWAL
Roll Number	LSTJMA20001390060
Batch	2024
College Name	VIET, CSTJMU

## Offer Letter

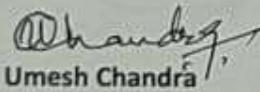
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3. Graduation and Post-Graduation Mark sheets and Certificates.
4. Copy of PAN Card, Aadhar Card and Passport.



Umesh Chandra  
COO  
Emeis Technologies Pvt. Ltd.





## CSJM University Placement Cell

By virtue of the blessings and guidance of Hon'ble Vice-Chancellor sir, the following five students have been placed in EMEIS Technology @ 4LPA CTC

S.No	Student Name	Course/Branch	Status
1	Virat kumar	B.Tech IT	SELECTED
2	Aman Pratap singh chauhan	B.Tech IT	SELECTED
3	Shivani Yadav	MCA	SELECTED
4	Shivanshu Jaiswal	B.Tech CSE	SELECTED
5	Kashish Kashyap	B.Tech CSE	SELECTED



October 18, 2023

**Mr. Kashan Maqbool,**  
S/O Maqbool Hasan,  
88/488, Fahimabad,  
Kanpur Nagar,  
Kanpur, U.P. - 208001.  
Mobile: +91 9889580976.  
Email Id: kashannnmaqbool@gmail.com

**Sub: Offer Letter**

**Dear Mr. Kashan,**

The Management is pleased to offer you an appointment, subject to your being found medically fit, in our organization as **GET - Process, Grade - M10** on terms and conditions discussed and agreed by you.

In this connection, kindly get your medical examination done by a Registered Medical practitioner [MBBS or above qualification].

You will report for duty to **Sr. GM -HR & Admin at Rampur** on or before **23<sup>rd</sup> Oct. 2023**.

Please bring the following documents with you at the time of joining:

1. Four copies of your recent passport size photograph.
2. Original Certificate and Mark Sheets of all examinations passed by you along with one set of photocopies.
3. Original Experience Certificates.
4. Proof of your present emoluments and perquisites.
5. Relieving letter from your last employer.
6. Copy of PAN Card, Aadhar Card and SBI - Bank Passbook.

This offer is valid till that date. Appointment letter will be issued post your joining the duty.

Thanking you,

Yours faithfully,

**For Radico Khaitan Ltd**

**Vinay Padroo**

**Chief Human Resource Officer**

**Radico Khaitan Limited**

Plot No. J-1, Block B-1, Mohan Co-op. Industrial Area  
Mathura Road, New Delhi-110042

Ph : (91-11) 4097 5444/555 Fax: (91-11) 4167 8841-42

Registered Office: Bareilly Road, Rampur-244801 (U.P.)

Phones : 0595-2350601/2, 2351703 Fax : 0595-2350008

E-mail : [radico.co.in](mailto:radico.co.in), website : [www.radicokhaitan.com](http://www.radicokhaitan.com)

CIN No. L26941UP1983PLC027278

REDMI NOTE 6 PRO  
MI DUAL CAMERA



Date:08-06-2024

To

Roll No.: **140700819**

Sh./Ms. **JAY VERMA**

ID No.: **240706242**

Address: **UTTAR PRADESH, KANPUR NAGAR**

**Reg: - Appointment as TGT PET MALE in EMRS**

Madam/Sir

1. With reference to your application for recruitment of the above-mentioned post in Eklavya Model Residential School (EMRS) and subsequent written test, ESSE-2023, we are pleased to offer you an appointment in Eklavya Model Residential School (EMRS) as **TGT PET MALE** subject to your clearing the Pre-Recruitment Medical Examination/Document verification and any other pending verification requirements.
2. You have been posted to **EMRS Gholeng, Jashpur, Chhattisgarh**. Further, you are advised to keep checking your registered email address and NESTS website regarding the date of reporting.
3. Your appointment in EMRS shall be subject to your producing the following Original Certificates / record at the time of joining the EMRS:
  - a) Application form (submitted online at the time of registration) - 2 copies
  - b) Employee's Antecedent Form - 2 copies
  - c) If employed, discharge certificate from present employer
  - d) This Offer letter- 1 copy
  - e) All Original Documents of Qualifications constituting the minimum eligibility criteria for the selected post including Class X & XII Passing Certificates.
  - f) Valid certificate from the Competent Authority (as prescribed by the Govt.) in support of your claim belonging to Scheduled Caste/ Scheduled Tribe/ Other Backward Classes/Persons with Disability/ EWS.
  - g) Caste Validity certificate from the Competent Authority (as prescribed by the Govt.) in support of your claim belonging to Scheduled Caste/ Scheduled Tribe/ Other Backward Classes.

h) Candidates belonging to and applying under the Reserved OBC Category are required to submit Certificate regarding his/her 'Community' in the prescribed format 'form of certificate to be produced by other backward classes applying for appointment to posts under Government of India' and the certificate should contain the 'Non-creamy Layer Clause'

i) Medical Fitness certificate issued by Civil Surgeon/Chief Medical Officer of a District Hospital.

[Formats b & i are attached as annexure. You are advised to personally handover the duly filled forms to the Officials at the time of Reporting.]

[Note- Above forms shall be complete in all respects and Passport size photograph must be affixed wherever required. Names and Addresses of the Local Police Station must be furnished correctly, for expeditious completion of the verification process.]

4. Your appointment shall be governed by the following terms and conditions:

i) Your initial Basic Pay shall be in Pay **Level 6 (Rs. 35400 -112400/-)**. Your initial pay in this scale will be fixed as per Govt. of India rules. You will also be eligible for the usual allowances admissible under the rules and orders in force, from time to time.

ii) You will be governed by the service rules of NESTS as amended from time to time.

iii) Your appointment is provisional and shall be subject to:

- a) Clear verification certificate from the Police authorities.
- b) Discharge certificate from current employer, wherever applicable.

In the event of any adverse report being received from the Police authorities, your services shall be liable to be terminated without assigning any reason. Further, please note that your confirmation in service after probation will be subject to confirmation by the competent authority depending upon your performance during the probation period.

iv) You will be on probation for a period of two years from the date of appointment extendable at the discretion of the Competent Authority. Failure to complete the period of probation to the satisfaction of the Competent Authority or being found unsuitable for the post during the probation period will render you liable to be discharged from service anytime without any notice and assigning any reasons thereto. You are also required to pass the regional language (in case you have not studied the regional language till class X) competency requirement of the State as per your posting during your probation period.

v) Candidates shall be required to undergo the compulsory training after posting. Candidates shall have to qualify post training test with a maximum of 3 attempts during the probation period. In case they fail to qualify the test , their services are liable to be terminated.

vi) Your services are liable to be terminated with appropriate notice, if it is revealed at any time after your appointment that the information/particulars furnished by you in the application for securing appointment or in connection therewith are materially incorrect or false or any information/particulars has been suppressed by you.

vii) **For candidates selected under Scheduled Caste/ Scheduled Tribe/ Other Backward Classes/EWS**, this appointment is made on the express understanding that you belong to Scheduled Caste/ Scheduled Tribe/ EWS/ Other Backward Classes (non-creamy layer) subject to the Class/Tribe/Other Backward Class/EWS certificates being verified through the proper channels and if the verification reveals that the Claim to be belonging to Scheduled Caste/ Scheduled Tribe/Other Backward Classes (non-creamy layer)/EWS, as the case may be, is false, your services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code and/or any other law in force governing the matter, for production of false Certificate/s.

viii) You will not be entitled to claim travelling/transportation or any other expenses incurred for joining the EMRS at the aforesaid advised place of reporting.

ix) The effective date of your appointment in the EMRS as **TGT PET MALE** will be the date of your reporting at the advised place, subject to your submission in writing that you are reporting/joining the EMRS after successful verification of required documents found correct and Medical Fitness Certificate.

x) Your services are liable to be transferred to anywhere in the country as per the discretion of NESTS.

xi) No request for transfer will be considered for 3 years under ordinary circumstances.

xii) All other terms and conditions of service laid down by the NESTS from time to time for its officers shall apply.

5. Please note that this Offer of Appointment is Provisional and subject to medical clearance, document verification and the outcome of court cases filed, if any.

We wish you a promising future and a rewarding career in our EMRS.

Best Wishes,

Digitally signed by  
ANUPAM DEEPAK SONALKAR



Date:01-06-2024

To

Roll No.: **140700870**

Sh./Ms. **NEELENDRA SHARMA**

ID No.: **240706244**

Address: **UTTAR PRADESH, KANPUR NAGAR**

**Reg: - Appointment as TGT PET MALE in EMRS**

Madam/Sir

1. With reference to your application for recruitment of the above-mentioned post in Eklavya Model Residential School (EMRS) and subsequent written test, ESSE-2023, we are pleased to offer you an appointment in Eklavya Model Residential School (EMRS) as **TGT PET MALE** subject to your clearing the Pre-Recruitment Medical Examination/Document verification and any other pending verification requirements.
2. You have been posted to **EMRS Dhadgaon , Maharashtra**. Further, you are advised to keep checking your registered email address and NESTS website regarding the date of reporting.
3. Your appointment in EMRS shall be subject to your producing the following Original Certificates / record at the time of joining the EMRS:
  - a) Application form (submitted online at the time of registration) - 2 copies
  - b) Employee's Antecedent Form - 2 copies
  - c) If employed, discharge certificate from present employer
  - d) This Offer letter- 1 copy
  - e) All Original Documents of Qualifications constituting the minimum eligibility criteria for the selected post including Class X & XII Passing Certificates.
  - f) Valid certificate from the Competent Authority (as prescribed by the Govt.) in support of your claim belonging to Scheduled Caste/ Scheduled Tribe/ Other Backward Classes/Persons with Disability/ EWS.
  - g) Caste Validity certificate from the Competent Authority (as prescribed by the Govt.) in support of your claim belonging to Scheduled Caste/ Scheduled Tribe/ Other Backward Classes.

h) Candidates belonging to and applying under the Reserved OBC Category are required to submit Certificate regarding his/her 'Community' in the prescribed format 'form of certificate to be produced by other backward classes applying for appointment to posts under Government of India' and the certificate should contain the 'Non-creamy Layer Clause'

i) Medical Fitness certificate issued by Civil Surgeon/Chief Medical Officer of a District Hospital.

[Formats b & i are attached as annexure. You are advised to personally handover the duly filled forms to the Officials at the time of Reporting.]

[Note- Above forms shall be complete in all respects and Passport size photograph must be affixed wherever required. Names and Addresses of the Local Police Station must be furnished correctly, for expeditious completion of the verification process.]

4. Your appointment shall be governed by the following terms and conditions:

i) Your initial Basic Pay shall be in Pay **Level 6 (Rs. 35400 -112400/-)**. Your initial pay in this scale will be fixed as per Govt. of India rules. You will also be eligible for the usual allowances admissible under the rules and orders in force, from time to time.

ii) You will be governed by the service rules of NESTS as amended from time to time.

iii) Your appointment is provisional and shall be subject to:

- a) Clear verification certificate from the Police authorities.
- b) Discharge certificate from current employer, wherever applicable.

In the event of any adverse report being received from the Police authorities, your services shall be liable to be terminated without assigning any reason. Further, please note that your confirmation in service after probation will be subject to confirmation by the competent authority depending upon your performance during the probation period.

iv) You will be on probation for a period of two years from the date of appointment extendable at the discretion of the Competent Authority. Failure to complete the period of probation to the satisfaction of the Competent Authority or being found unsuitable for the post during the probation period will render you liable to be discharged from service anytime without any notice and assigning any reasons thereto. You are also required to pass the regional language (in case you have not studied the regional language till class X) competency requirement of the State as per your posting during your probation period.

v) Candidates shall be required to undergo the compulsory training after posting. Candidates shall have to qualify post training test with a maximum of 3 attempts during the probation period. In case they fail to qualify the test , their services are liable to be terminated.

vi) Your services are liable to be terminated with appropriate notice, if it is revealed at any time after your appointment that the information/particulars furnished by you in the application for securing appointment or in connection therewith are materially incorrect or false or any information/particulars has been suppressed by you.

vii) **For candidates selected under Scheduled Caste/ Scheduled Tribe/ Other Backward Classes/EWS**, this appointment is made on the express understanding that you belong to Scheduled Caste/ Scheduled Tribe/ EWS/ Other Backward Classes (non-creamy layer) subject to the Class/Tribe/Other Backward Class/EWS certificates being verified through the proper channels and if the verification reveals that the Claim to be belonging to Scheduled Caste/ Scheduled Tribe/Other Backward Classes (non-creamy layer)/EWS, as the case may be, is false, your services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code and/or any other law in force governing the matter, for production of false Certificate/s.

viii) You will not be entitled to claim travelling/transportation or any other expenses incurred for joining the EMRS at the aforesaid advised place of reporting.

ix) The effective date of your appointment in the EMRS as **TGT PET MALE** will be the date of your reporting at the advised place, subject to your submission in writing that you are reporting/joining the EMRS after successful verification of required documents found correct and Medical Fitness Certificate.

x) Your services are liable to be transferred to anywhere in the country as per the discretion of NESTS.

xi) No request for transfer will be considered for 3 years under ordinary circumstances.

xii) All other terms and conditions of service laid down by the NESTS from time to time for its officers shall apply.

5. Please note that this Offer of Appointment is Provisional and subject to medical clearance, document verification and the outcome of court cases filed, if any.

We wish you a promising future and a rewarding career in our EMRS.

Best Wishes,

Digitally signed by  
ANUPAM DEEPAK SONALKAR



**EKLAVYA MODEL RESIDENTIAL SCHOOL RECRUITMENT EXAMINATION, DECEMBER, 2023  
PROVISIONAL ADMIT CARD FOR THE POST OF TRAINED GRADUATE TEACHER (PET)  
REGIONAL LANGUAGE OPTED FOR PART VI : HINDI**



Centre No. : **140051**

Examination Centre Details :  
**GURU NANAK MODERN SCHOOL**  
**BITHOOR ROAD, KALYANPUR, NEAR N.S.I.,**  
**, KANPUR, UTTAR PRADESH, 208017**

Candidate's Address :  
**BAHIRI UMRI RERI, RERI, KANPUR DEHAT RERI**  
**KANPUR DEHAT (RAMABAI NAGAR) UTTAR PRADESH**  
**209301**

Candidate's Name : **SHAMLI SINGH**

Father's name : **SHAILESH SINGH**

Registration Number	Date of Birth	Roll No.
23900146536	18-07-2000	<b>140700805</b>
Gender	Female	Category
Is PwBD as per section 2 (r)?	<b>No</b>	<b>EWS</b>
Is PwD as per section 2 (s)?	<b>No</b>	
Date of Exam	Timings	
24.12.2023 Sunday	<b>09:00 TO 12:00 HOURS</b>	
Reporting Time*	<b>7:00 AM</b>	
Gate Closure Time	<b>9:00 AM</b>	



Director



*Shamli Singh*

**Candidate's Signature**

**NOTE:** Candidates having admit card without proper/visible photograph and signature will not be allowed to appear in EMRS Recruitment Examination December, 2023 in any condition.

**Further please check the particulars and other details i.e. Name, Date of Birth, Gender, Subject offered for and Category, of admit card with the Final Confirmation Page. In case any particular(s) of Admit Card is not matching with Final Confirmation Page, the candidate may communicate the same on E-mail:- emrs.recruitment23@gmail.com immediately.**

**IMPORTANT DIRECTIONS FOR CANDIDATES**

1. Candidates must follow the Instructions as mentioned in this admit card.
2. Candidate without having proper admit card and original photo id proof shall not be allowed in the examination centre under any circumstances by the Centre Superintendent.
3. The Candidates should report at the examination centre **at least 30 minutes before the reporting time mentioned on the admit card. The candidate reporting at the centre after gate closure time will not be allowed to appear in the examination.**
4. Candidate should bring their own blue/black ball point pen (NON Metalic) to write his/her particulars, if any.
5. Candidate shall not be allowed to leave the examination hall before the conclusion of examination, without signing the attendance sheet.
6. Candidate must follow the instructions strictly as mentioned in the notification available on EMRS website.
7. This Admit Card is issued provisionally to the candidate as per the information provided by him/her. The eligibility of the candidate has not been verified, EMRS will verify the same before appointment/recruitment/Interview.
8. The Candidates are advised to visit their allotted examination centre one day before the date of examination in order to confirm its location, distance, mode of transport etc.
9. The candidates suffering from diabetes are allowed to carry into the examination hall, the eatables like sugar tablets/chocolate/candy, fruits (like banana/apple/orange) and Snack items like sandwich in transparent polybag. However, the food items shall be kept with the Invigilators at the examination centre concerned, who on their demand, shall hand over the eatables to these candidates.
10. EMRS uploads the related information at its website <https://emrs.tribal.gov.in/>. It is the responsibility of candidate to visit EMRS website regularly for information and updates.
11. **CANDIDATE MUST CARRY:** 1. DOWNLOADED ADMIT CARD 2. ONE PHOTO ID PROOF (PAN CARD, AADHAR CARD, PASSPORT, DRIVING LICENCE, VOTER ID CARD) 3. BALL POINT PEN (BLUE/BLACK) OF GOOD QUALITY 4. MASK 5. WATER BOTTLE TRANSPARENT (500 ML)
12. **LIST OF BARRED ITEMS WHICH ARE NOT ALLOWED IN THE EXAMINATION CENTRE IN ANY CIRCUMSTANCES :** METALLIC ITEMS, BOOKS, NOTES, BITS OF PAPERS, GEOMETRY/PENCIL BOX, PLASTIC POUCH, PENCIL POUCH, PENCIL, SCALE, LOG TABLE, WRITING PAD, ERASER, CARDBOARD, ELECTRONICS DEVICES, WATCH, WRIST WATCH, WALLET, GOGGLES, HANDBAG, MOBILE PHONES, EARPHONE, MICROPHONES, CAMERAS, HEADPHONES, PEN-DRIVES, PAGER, BLUETOOTH DEVICE, CALCULATOR, DEBIT/CREDIT CARD, ELECTRONIC PEN/SCANNERS, FOOD and BEVERAGE (ALCOHOLIC OR NON-ALCOHOLIC) AND OTHERS ITEMS WHICH COULD BE USED FOR UNFAIR MEANS. If any candidate is in possession of any item(s) as mentioned above, his/her candidature for current examination will be cancelled and may also be debarred for future examination(s).



**EKLAVYA MODEL RESIDENTIAL SCHOOL RECRUITMENT EXAMINATION, DECEMBER, 2023  
PROVISIONAL ADMIT CARD FOR THE POST OF TRAINED GRADUATE TEACHER (PET)  
REGIONAL LANGUAGE OPTED FOR PART VI : HINDI**

Candidates shall maintain proper silence and attend their Question Paper only. Any conversation or gesticulation or disturbance in the Examination Room/Hall shall be deemed as misbehavior and treated under unfairmeans category. If a candidate is found using unfairmeans or impersonating, his/her candidature shall be cancelled and he/she will be liable to be debarred for taking examination either permanently or for a specified period according to the nature of offence.

**\* SINCE THE BIOMETRIC AUTHENTICATION HAS BEEN INTRODUCED AT THE EXAMINATION CENTRES, SO YOU ARE ADVISED TO REACH THE CENTRE WELL IN TIME SO AS TO SAVE TIME LOSS IN ATTEMPTING YOUR EXAMINATION. IN CASE YOU REACH THE EXAMINATION CENTRE AT LAST MINUTE, YOU MAY LOOSE YOUR EXAMINATION TIME.**

**NOTE: Your responses (answers) may be analysed with other candidates to detect patterns of similarity of right and wrong answers. If in the analytical procedure adopted in this regard, it is inferred/concluded that the responses have been shared and scores obtained are not genuine/valid, your candidature may be cancelled and/or the result withheld.**

**INSTRUCTIONS FOR PERSONS WITH BENCH MARK DISABILITIES:**

1. The provision of scribe can be allowed only on production of a certificate to the effect that the person concerned has physical limitation to write and scribe is essential to write examination on his/her behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution as per Proforma at Appendix of Office Memorandum dated 29.08.2018 issued by Ministry of Social Justice & Empowerment. Such candidates must bring his/her own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking the examination. The candidates with benchmark disabilities should submit details of the scribe as per proforma at Appendix-II of Office Memorandum dated 29.08.2018 as stated above.
2. For availing compensatory time the candidate with benchmark disability should produce the certificate issued by Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution.
3. Appendix-II C & Appendix -III EMRS 2023 is to be produced by the candidates on the day of Examination.

**PET - MALE**

102700621	102700623	104700342	104700434	104700442	105706295	105706303
105706309	105706336	105706365	105706512	105706517	105706520	105706537
105706542	105706750	105706776	105706781	105706983	105707121	106701888
106701913	106702005	106702193	106702312	106702316	106702338	106702406
106702500	106702599	106702617	107703318	107703455	107703532	107703619
107703683	107703908	110700416	110706949	110707031	110707045	110707065
110707069	110707132	110707134	110707140	110707213	110707236	110707265
110707274	110707360	110707369	110707376	110707391	110707497	110707500
110707540	110707571	110707647	110707649	110707654	110707692	110707715
110707718	110707787	110707845	110707883	110707917	110707980	110707997
110708002	110708004	110708065	110708085	110708087	110708138	110708150
110708189	110708195	110708230	110708236	110708267	110708268	110708290
110708344	110708399	110708402	110708473	110708500	110708542	110708547
110708617	110708649	110708653	110708688	110708722	110708847	110708875
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110709130	110709137	110709228	110709255	110709273	110709296	110709302
110709337	110709465	110709537	110709555	110709573	110709671	110709746
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116701205	116701222	116701279	116701526	116701570	116701775	116701803
117701263	117701278	117701300	118700515	118700539	121701990	121702069
121702204	121702229	121702360	121702380	121702423	121702521	121702524
121702587	121702651	121702660	121702676	121702684	121702805	121702883
121702985	121703009	121703023	121703038	121703040	122701453	122701635
126700050	127701517	127701584	127701586	127701606	127701861	130703669
130703765	130703900	130703923	130704127	130704305	130704387	130704466
130704532	130704873	130704978	133703686	133704309	133705571	133706224
135701071	135705835	135705836	135706000	135706108	135706239	135706362
135706368	135706370	135706427	135706489	135706508	135706618	135706629
135706727	135706907	135706911	135706915	135706951	135706989	135707002
135707128	135707240	135707409	135707530	135707581	135707669	135707735
135707740	135707809	135707902	135708081	135708106	135708141	135708326
135708345	135708456	135708523	135708548	135708601	135708649	135708676
135708714	135708733	135708818	135708824	135708854	135708916	135708925
135708928	135708990	135709075	135709181	135709321	135709343	135709500
135709529	135709586	135709772	135709865	135710077	135710147	135710158
135710309	136700986	136701017	136701206	136701258	136701312	136701412
136701422	136701569	136701616	137701927	137701965	137702172	137702417
137702854	138700680	140700599	140700636	140700783	140700819	140700838
140700870	141700937	141700972	141701066	141701131	141701133	141701260
141701330	142701233	145700988	145701057	145701175	145701222	146700842
146700879	146701094	146701180	146701196	147701763	148700792	149700234
149700238	149700269	150700873	150701385	150701398	152700875	

**Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

**29<sup>th</sup> January, 2024**

**Ms. Priyanka Gupta,  
Mob. No. - 6306343769,**

**Offer Letter**

**Dear Ms. Priyanka Gupta,**

We are pleased to offer you the full-time position of Trainee Medical Scribe at Kozent Tec Private Limited with a start date on 19<sup>th</sup> February, 2024. You will be reporting directly to Team Leader. You will be joining us at C-10, Ground Floor, Sector 3, Noida, UP 201301. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with Mr. Puneet Kapoor and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

**Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistorey

Sector 18B, Dwarka, Delhi 110078

CIN : U72900DL2005PTC138909

**29<sup>th</sup> January, 2024**

**Mr. Raghvendra Mani Tripathi,  
Mob. No. - 8287297178,**

**Offer Letter**

Dear **[Redacted]**,

We are pleased to offer you the full-time position of Trainee Medical Scribe at Kozent Tec Private Limited with a start date on 19<sup>th</sup> February, 2024. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

**29<sup>th</sup> January, 2024**

**Ms. Tulsi Mishra,  
Mob. No. - 9044964717,**

**Offer Letter**

**Dear Ms. Tulsi Mishra,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

29<sup>th</sup> January, 2024

**Mr. Amon Mark,**  
**Mob. No. - 7500052757,**

**Offer Letter**

**Dear Mr. Amon Mark,**

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi**  
**(HR Manager)**

# Kozent Tec Private Limited

325, 8th Floor, Atulya Appts, Block A, DDA Multistorey

Sector 10B, Dwarka, Delhi 110078

CIN: U72900DL2005PTC138909

29<sup>th</sup> January, 2024

**Ms. Navya Dwivedi,**  
**Mob. No. - 8299477128,**

## Offer Letter

Dear **Ms. Navya Dwivedi**,

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on **19<sup>th</sup> February, 2024**. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi**  
**(HR Manager)**

## Kozent Tec Private Limited

323, 8th Floor, Atulya Appts, Block A, DDA Multistorey  
Sector 18B, Dwarka, Delhi 110078  
CIN: U72900DL2005PTCL18909

29<sup>th</sup> January, 2024

Mr. Mohd Sajid,  
Mob. No. - 9651298200,

### Offer Letter

Dear Mr. Mohd Sajid,

We are pleased to offer you the full-time position of **Trainee Medical Scribe** at Kozent Tec Private Limited with a start date on 19<sup>th</sup> February, 2024. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

For Kozent Tec Pvt. Ltd.

Maneesha Tyagi  
(HR Manager)

# Kozent Tec Private Limited

325, Vth Floor, Atulya Appts, Block A, DDA Multistory  
Sector 18B, Dwarka, Delhi 110078  
CIN : U72900DL2005PTC138909

29<sup>th</sup> January, 2024

Ms. Anukha Dixit,  
Mob. No. - 9680453795,

## Offer Letter

Dear **Ms. Anukha Dixit**,

We are pleased to offer you the full-time position of Trainee Medical Scribe at Kozent Tec Private Limited with a start date on 19<sup>th</sup> February, 2024. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with Mr. Puneet Kapoor and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi  
(HR Manager)**

**Kozent Tec Private Limited**

325, Vth Floor, Atulya Appts, Block A, DDA Multistory  
Sector 18B, Dwarka, Delhi 110078  
CIN : U72900DL2005PTC138909

29<sup>th</sup> January, 2024

**Ms. Akshita Pandey,**  
**Mob. No. - 6306037617,**

**Offer Letter**

**Dear Ms. Akshita Pandey,**

We are pleased to offer you the full-time position of Trainee Medical Scribe at Kozent Tec Private Limited with a start date on 19<sup>th</sup> February, 2024. You will be reporting directly to **Team Leader**. You will be joining us at **C-10, Ground Floor, Sector 3, Noida, UP 201301**. We believe your skills and experience are an excellent match for our company.

You will be paid stipend for this position will be as per your discussion with **Mr. Puneet Kapoor** and me on successful completion of preliminary and advance stages of training by direct deposit. A detailed appointment letter will be issued at successful completion of the training as per company policy.

**You are required to fill in Annexure A, work commitment bond.**

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

**For Kozent Tec Pvt. Ltd.**

**Maneesha Tyagi**  
**(HR Manager)**

Sarigan

MACLEODS

Name Mr./Ms. Aman  
Dear, Aman

Date: 24/04/2024

We are pleased to extend to you this offer of working as an Apprentice and your Education: B. Pharm.  
if you accept this offer, you will begin your Apprenticeship in Department B.C.

With the Company on Date, 01/08/24 and will be expected to work 6 Days per week.

You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.

Your Apprenticeship is expected to complete in Month of 01/11/24 However; your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Mr./Ms. Aman

MACLEODS  
PHARMACEUTICALS  
LIMITED

Regd Office :  
Atlanta Building, 10th Floor,  
Near Laxmi Vilas, Andheri Kurla Road  
Andheri (East) Mumbai 400 052, India

Phone: 91 22 6676 2800  
Fax: 91 22 2995 6599  
Email: customer-care@macleodspharma.com  
Web Site: www.macleodspharma.com  
CIN: U24Q39MH1989PLC052049

Office  
Village Theda, P.O. Todiwala  
Tewali Beddi, Dist. Solan  
(H.P.) 174101, India  
Phone: 01795 836137, 38

### CHECK LIST FOR JOINING - COE

S. No.	Documents required at the time of Joining
1	ID proof (Aadhar Card, Voter Card)
2	PAN Card
3	Education Certificate All - Matric (10 <sup>th</sup> ) , Intermediate (12 <sup>th</sup> ), Graduation ,
4	Post-Graduation (Mark sheet and provisional certificate)
5	Photo (4) & Blue Pen
6	Bank Pass Book Copy or Bank Cheque Book
7	Offer Letter of Macleods Pharmaceuticals Ltd.
8	Colour Blindness Certificate ( Private or Govt. Hospital Accepted )
9	Reaching time at plant for Joining at 08:30 am.
10	All are advise to stay near the COE Centre.
11	Aadhar copy of Father & Mother for → Date of Birth <b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

#### Contact Details

COE Unit	Contact person	Contact Name	Mail ID
<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Valbhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigm</u>	Amrit Kanabari	7574881055	coesarigm@macleodspharma.com
	Dharam Pal	7574801466	coesarigm@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amitsingh@macleodspharma.com

BADDEOffer Letter for ApprenticeshipName Mr./Ms. Ashwani TripathiDate: 24/09/2024Dear, Ashwani Tripathi

We are pleased to extend to you this offer of working as an Apprentice and your Education: B. Pharma  
 if you accept this offer, you will begin your Apprenticeship in Department Production  
 With the Company on Date 20/07/2024 and will be expected to work 6 Days per week.

You will be paid a Stipend of Rs. 9,500/- per month less all applicable taxes and withholding.  
 As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
 Your Apprenticeship is expected to complete in Month of 20/10/24 However; your  
 Apprenticeship with the company is "at-will," which means that either you or the company may terminate  
 your Apprenticeship at any time, with or without cause and with or without notice.

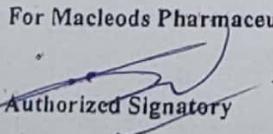
During your Apprenticeship, you may have access to trade secrets and confidential business information  
 belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep  
 all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it  
 to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you  
 will immediately return to the company all of its property, equipment, and documents, including  
 electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and  
 policies and practices governing the conduct of our business and employees, including our policies  
 prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you,  
 and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a  
 subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your  
 acceptance of this offer by signing below.

With best regards.

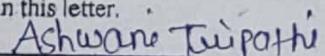
For Macleods Pharmaceuticals Ltd.



Authorized Signatory

## Acceptance:

I accept apprenticeship with the Company on the terms  
 and condition set out in this letter.



Ashwani Tripathi

Mr./Ms.

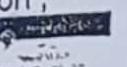
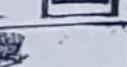
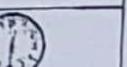
MACLEODS  
 PHARMACEUTICALS  
 LIMITED

Regd Office :  
 Atlanta Arcadia, Church Road,  
 Near Leela Hotel, Andheri Kurla Road  
 Andheri (East), Mumbai 400 052, India

Phone: 91 22 6676 2800  
 Fax: 91 92 2925 6599  
 Email: [customers@macleodspharma.com](mailto:customers@macleodspharma.com)  
 Web Site: [www.macleodspharma.com](http://www.macleodspharma.com)  
 CIN: U24239MH1989PLC05049

Works  
 Village Theda, P.O. Lelechha  
 Tensil Badgaon, Dist. Ratnagiri  
 (H.P) 174101, India  
 Phone: 01795 236137, 38

### CHECK LIST FOR JOINING - COE

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5	Photo (4) & Blue Pen 
6	Bank Pass Book Copy or Bank Cheque Book 
7	Offer Letter of Macleods Pharmaceuticals Ltd. 
8	Colour Blindness Certificate ( Private or Govt. Hospital Accepted ) 
9	Reaching time at plant for Joining at 08:30 am.
10	All are advise to stay near the COE Centre.
11	Aadhar copy of Father & Mother for → Date of Birth <b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

Contact Details			
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<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Valbhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigam</u>	Amrit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amitsingh@macleodspharma.com

Saigam INDORE

MACLEODS

Offer Letter for Apprenticeship

Name Mr./Ms. Shreyansh Mani Tripathi  
Dear, Shreyansh Mani Tripathi

Date: 24/04/24

We are pleased to extend to you this offer of working as an Apprentice and your Education: B.Pharm  
if you accept this offer, you will begin your Apprenticeship in Department QC  
With the Company on Date 01/08/24 and will be expected to work 6 Days per week.  
You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
Your Apprenticeship is expected to complete in Month of 01/11/24 However; your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.  
During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards.

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Shreyansh Mani

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Shreyansh Mani

Mr./Ms.

MACLEODS  
PHARMACEUTICALS  
LIMITED

Regd Office :  
Atlanta Avenue, Gomti Nagar,  
Near Laxmi Hotel, Anand, Gujarat, India.  
Anand (East), Gujarat 388 009, India

Phone: 91 22 6676 9800  
Fax: 91 22 2925 6599  
Email: [customerservice@macleodspharma.com](mailto:customerservice@macleodspharma.com)  
Web Site: [www.macleodspharma.com](http://www.macleodspharma.com)  
CIN: U24239MH1989PLC059049

Works  
Village Theda, P.O. Lediwan  
Tensil Baddi, Dist. Sabark  
(H.P.) 174101, India  
Phone: 01795 - 236137, 38

### CHECK LIST FOR JOINING - COE

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11	<b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

#### Contact Details

COE Unit	Contact person	Contact Name	Mail ID
<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Vaibhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigam</u>	Amrit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amitsingh@macleodspharma.com

*Sarigera*

MACLEODS

Offer Letter for Apprenticeship

Name Mr./Ms. Shani Kumar Benvanshi  
Dear, Shani Kumar Benvanshi

Date: 24/04/2024

We are pleased to extend to you this offer of working as an Apprentice and your Education: B.Pharm.  
if you accept this offer, you will begin your Apprenticeship in Department QC  
With the Company on Date 01/08/24 and will be expected to work 6 Days per week.  
You will be paid a Stipend of Rs. 9500/- per month less all applicable taxes and withholding.  
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.  
Your Apprenticeship is expected to complete in Month of 01/11/24. However, your Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

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I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

SHANI KUMAR BENVANSHI

Mr./Ms. Shani Kumar Benvanshi

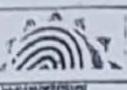
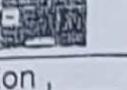
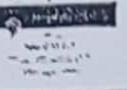
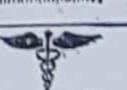
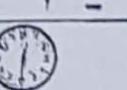
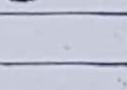
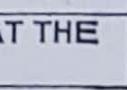
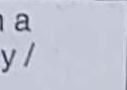
MACLEODS  
PHARMACEUTICALS  
LIMITED

Regd. Office :  
Atlanta Acre, Gurdaspur Road,  
Hoshiarpur (Punjab), Amritsar, Punjab,  
Anandpur Sahib 140009, India

Phone: 91 1866 6676 2800  
Fax: 91 1866 2925 6599  
Email: [customerservice@macleodspharma.com](mailto:customerservice@macleodspharma.com)  
Website: [www.macleodspharma.com](http://www.macleodspharma.com)  
CIN: U24939MH1989PLC05049

Works  
Village Theda, P.O. Lohgarh  
Tehsil Lohgarh, Dist. Sialkot  
(H.P.) 174101, India  
Phone: 01795 836137, 18

0  
**CHECK LIST FOR JOINING - COE**

S. No.	Documents required at the time of Joining
1	ID proof (Aadhar Card, Voter Card) 
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3	Education Certificate All - Matric (10 <sup>th</sup> ), Intermediate (12 <sup>th</sup> ), Graduation, 
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Contact Details			
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Baddi	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Valbhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
Sarigam	Amit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
Sikkim	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
Indore	Amit Singh	9541447636	amitsingh@macleodspharma.com

Savigan

**MACLEODS**  
Pharmaceuticals

Offer Letter for Apprenticeship

Name Mr./Ms. Vinlesh Kumar Patel  
Dear, Vinlesh Kumar Patel

Date: 24/04/24

We are pleased to extend to you this offer of working as an Apprentice and your Education: B. Pharma  
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With the Company on Date 01/08/24 and will be expected to work 6 Days per week.  
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With best regards,

For Macleods Pharmaceuticals Ltd.

Authorized Signatory

Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Vinlesh Kumar Patel

Mr./Ms.

**MACLEODS  
PHARMACEUTICALS  
LIMITED**

Regd. Office :  
Amita Acreage, G-101, P-101,  
Near Landhi Moti, Amritsar, Punjab  
Anchon (Estd.) A-100, 140 059, India

Phone: 91 98 6676 8800  
Fax: 91 98 2985 6599  
Email: [customer-care@macleodspharma.com](mailto:customer-care@macleodspharma.com)  
Website: [www.macleodspharma.com](http://www.macleodspharma.com)  
CR: U24939MH1989PLC059049

Works :  
Village Theda, P.O. Lehdani  
Terwil Baddi, Dist. Sialkot  
(H.P.) 174101, India  
Phone: 01795 836137, 38

### CHECK LIST FOR JOINING - COE

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10	Aadhar copy of Father & Mother for → Date of Birth
11	<b>PLEASE COME WITH PHOTOSTATE DOCUMENT &amp; ORIGINAL AT THE TIME OF JOINING.</b>
12	Disclaimer* Macleods Pharma doesn't seek payment of any kind from a prospective candidate for employment. We don't authorise any agency / individual to charge any fees for recruitment.

#### Contact Details

COE Unit	Contact person	Contact Name	Mail ID
<u>Baddi</u>	Amreek Singh	7807799323	amreeks@macleodspharma.com
	Sunil Kumar	8894755503	sunilkumar@macleodspharma.com
	Vaibhav Shukla	9816191477	recruitmentbaddi@macleodspharma.com
<u>Sarigam</u>	Amit Kanabar	7574881055	coesarigam@macleodspharma.com
	Dharam Pal	7574801466	coesarigam@macleodspharma.com
<u>Sikkim</u>	Anuradha	7431975479	recruitmentsikkim@macleodspharma.com
	Krishna	7407385925	krishnac@macleodspharma.com
<u>Indore</u>	Amit Singh	9541447636	amltsingh@macleodspharma.com







Jun 03, 2024

Dear Saurabh verma,

Congratulations and welcome to the Gandhi Fellowship Program, Batch of 2024-26!

The Gandhi Fellowship is the flagship program of the Piramal Foundation (hereinafter referred to as the "Foundation"). This Program is among the most aspirational Fellowship programs in the country, owing to our dynamic educational curriculum. Young people like you from across the country embark on lifelong journeys of personal transformation as they lead our interventions in the communities we serve. These experiences lead to deeper self-awareness, the discovery of personal values and stronger leadership skills and life skills.

The Foundation is focused on improving the lives of the marginalized communities by strengthening Government systems and leveraging the power of youth with a spirit of service or Sewa Bhaava. We currently work across 24 states in partnership with the Central and State Governments. Over the years, we have developed innovative solutions, a deep understanding of our communities, and strong technical partnerships. These are pivotal in helping us continue to serve our communities in partnership with government institutions across India.

The terms & Conditions of the Fellowship are set out in Annexure-A; and, the State and Big bet you are assigned is mentioned in Annexure B. We urge you to read through them, and if you have any clarifications/doubts, please reach out to your account managers.

To confirm your participation as a Gandhi Fellow in the Gandhi Fellowship Program, Batch of 2024-26, please sign a copy of this letter along with each page of the Annexures and share it with us within 5 days of receiving this Fellowship Letter. After that, our offer for you to join the Fellowship will stand withdrawn.

This offer is subject to your reporting to the final location as communicated to you in your location allocation and being certified medically fit, along with the medical test reports submitted at the time of joining.

Yours sincerely,

Debanjan Roy

Director - Gandhi Fellowship Program

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

I extend our warm welcome to you and wish you great success as you embark on this journey of self-discovery and self-development as you transform the nation in improving the lives of marginalized communities by strengthening Govt. systems and continuing further on your journey as a Nation Builder.

I look forward to seeing you at the Orientation!

I have carefully read and understood the terms and conditions of the Gandhi Fellowship Program as has been detailed hereinabove and the Annexures hereto. I agree to all the terms and conditions and undertake to abide by the same during the Fellowship Program. I also declare that all the documents, data, and information I provided are correct. I understand that any false declaration or information provided by me could lead to the termination of the Offer Letter and the opportunity to pursue the Fellowship.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## Annexure A - Terms & Conditions

### Gandhi Fellowship Program: Terms & conditions

1. This offer is subject to your reporting to the final location as communicated to you in your location- allocation and being certified medically fit along with the medical test reports submitted at the time of joining.
2. The Fellowship Program 2024-26 is for a period commencing from Jun 26, 2024 to 31st May 2026.
3. Fellows would have to report for Central Induction at the assigned place. The initial travel cost for reporting to the Induction location has to be borne by the Fellow. From there, the Program team will assign the Location for the further official move. Once the Fellow reaches at the assigned location and post that if any transfer or location change happens, the organization will take care of the travel cost.
4. Fellows are advised to get their medical tests done before reporting for the induction. If any fellow fails to get their tests done, then the organization will facilitate the medical tests at the assigned Induction venue and the Fellow will bear the cost for the same. The enrollment in the Fellowship can also be terminated if a fellow fails to complete the medical tests; this is also mentioned in your Application Form.
5. The Foundation is an empathetic Organization and very mindful of all the people's safety and health. Fellows are no exception. The Covid pandemic is now subsided but in future should it or any other disruption resurface we will abide by and conform to the Govt norms as well as any organisational protocols governing the same.
6. You may be placed at any location in India and assigned to any project to gain a live-action experience for learning. Such Projects and Programs could be undertaken by the Piramal Foundation and any of the entities under the aegis of the Piramal Foundation, viz. Piramal Foundation for Education Leadership / Kaivalya Education Foundation / Piramal Swasthya Management & Research Institute/ Enabled Health Society & Piramal Water Pvt. Ltd.
7. The Fellowship program is transferable, and during the Fellowship program, the Fellows may be transferred across locations or initiatives depending on the needs of the Foundation. You can be re-assigned to another location and/ or to another project under any of the above entities to meet the Fellowship Program's objectives to enhance the richness of the experiential learning process cutting across initiatives. In such an instance, you will abide by such transfer instructions. The Foundation will reimburse the reasonable cost of such relocation as per the policy guidelines of the Foundation. However, transfer requests initiated by the Gandhi fellow to any location will not be entertained by the organization during the fellowship program.
8. You will have to strictly abide by the instructions of the Fellowship Program with regards to the Location/ activity assigned to you.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

9. You shall be eligible for a Honorarium during the course of the Program from the date of your joining the Fellowship, which is as follows:

A) (Applicable only in Palghar, Aspirational Bharat Collaborative)-Old Model

All-Inclusive Consolidated Fellowship Honorarium amount of Rs. 18,800 per month

(i) If the old model strategy is followed, the Fellow will receive the following amount from the organization to support and sustain

(ii) An amount of ₹11800/- (Rupees Eleven Thousand Eight Hundred only) will be paid to the Fellow on a monthly basis. This covers the amount that the Fellow may have to spend on personal needs like food, personal medicines, personal clothing, fuel and communication.

(iii) The balance monthly Fellowship honorarium amounting to ₹7000/-(Rupees Seven Thousand Only) will be retained as a deferred Fellowship honorarium amount.

B) Self-Management Model (depending upon what location and Program you are assigned with)

All-Inclusive Consolidated Fellowship Honorarium amount of Rs. 24500 per month

I. If the new model/Self Management Model is followed, the Fellow will receive the following amount from the organization to support and sustain.

II. ii. An amount of ₹ 17500/- (Rupees Seventeen Thousand Five Hundred only) will be paid to the Fellow on a monthly basis. This covers the amount that the Fellow may have to spend on personal needs like food, personal medicines, personal clothing, fuel, rent for accommodation, buying items for the living quarters for the Fellowship period, payment of utility bills (gas/electricity / mobile phone/water etc.), cooking and cleaner, cleaning materials, local conveyance/fuel for two-wheelers that may be provided for use during the Fellowship; repairs and maintenance at the living quarters and including assets (such as a tablet) etc.

III. The balance monthly Fellowship honorarium amounting to ₹ 7000/-(Rupees Seven Thousand Only) will be retained as deferred Fellowship honorarium amount.

The total deferred Fellowship honorarium accrued and due amount as per the Fellowship Rules (provided in clause 15 below) will be paid to you in lump sum at the end of the Term of your Fellowship Program ending on 31st May 2026 after recovery of or adjustment of any advances given to you and the confirmation that you have settled all the dues.

\*The fellowship involves extensive travel into the interior parts of the country; hence we suggest you apply for driving license on priority if you don't have.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

10. If you are guided to move to a location, the Foundation will take care of living requirements as per the Fellowship Design principles, either in rented accommodation or in the Foundation's own facility (Piramal School of Leadership) provide you with an honorarium model mentioned in (A) of clause 9

OR

Provide you with an honorarium model mentioned in (B) of clause 9 when you move to your assigned program location for living expenses to help you take care of your living requirements on your own as per the Fellowship Design principles

11. The amount as mentioned above in (B) of clause 9 for the New Model/ Self Management Model for living requirements will address basic sustenance needs like rent for accommodation, buying items for the living quarters for the Fellowship period, payment of utility bills (gas/electricity / mobile phone/water etc.), cook and cleaner, cleaning materials, local conveyance/fuel for 2 wheeler that may be provided for use during the Fellowship; repairs and maintenance at the living quarters and including assets (such as a tablet) which may be provided to you for use during your Fellowship period; and/or any other such or similar expenses. Irrespective of the type of living arrangement, you are expected to manage your living expenses within the said Total Fellowship Honorarium by prudently managing the same and following the Design tenets of the Fellowship.

Therefore, the total Fellowship Honorarium amount will vary depending on the location, the project/program, and the kind of living arrangement you are made part of.

The details about the various options of living arrangements/honorarium model shall be communicated to you closer to the time of moving to the locations which we will guide.

12 - The honorarium amount will be calculated based on your working model.

13 You are expected to complete the Fellowship by being part of it till 31st May 2026.

14 In case the Fellowship is terminated by the Foundation or you, for any reason whatsoever prior to the completion of the Term of the Fellowship, the cumulative deferred Fellowship honorarium shall be payable subject to the following conditions:

a) If you choose to leave the Fellowship for any reason which is accepted by the Fellowship Management, then a minimum of 15 days' notice is expected to be served.

b) If you exit before completing 12 months in the Fellowship, you will not be eligible or entitled to be paid any deferred Fellowship honorarium amount. The said amount shall stand forfeited.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

c) If you exit after completing more than 12 months, but before 31st May 2026; you will be eligible and entitled to be paid the cumulative deferred Fellowship honorarium amount for 12 months. However, the said deferred Fellowship honorarium amount will be paid to you only at the conclusion of the Fellowship Program, i.e. in June 2026, after recovering any advances given to you and confirming that you have settled all dues at the location.

d) If you are found physically or mentally unfit for the fellowship program.

e) If you complete your Fellowship tenure, then you will be paid the entire cumulative deferred Fellowship honorarium amount for the completed tenure i.e. Rs. 7000 x Completed Fellowship Tenure in June 2026 after your graduation ceremony, recovery of any advances given to you, and confirmation that you have settled all dues at the location.

The above conditions for deferred Fellowship are illustrated in the table below:

Scenario #	Program start date	Date of leaving the Program	Payable deferred Fellowship Honorarium amount	Deferred fellowship Honorarium payment month
# 1 (Left within 12 months)	1-Jul-2024	31-May-2025	NA	NA
# 2 (left after 12 months but before 31st May 2026)	1-Jul-2024	31-Dec-2025	Amount equivalent to 12 months	Jun-2026
# 3 (completed the Program)	1-Jul-2024	31-May-2026	Amount equivalent to completed tenure in the Fellowship program	Jun-2026

Note: The amount of deferred Fellowship honorarium will be prorated as set out above based on your actual date of leaving after confirmation; and, it will be subject to you having settled all your dues at the location and recovery of or adjustment of any advances or assets given to you. Your failure to return/ submit Organisation assets at the time of exit will impact the payout of the deferred amount and may also lead to necessary legal action against you.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

15. You will be covered under the following as per the terms applicable as on date from your date of joining the Fellowship:

- a. Group Medical Insurance Policy for Rs. 2 lacs
- b. Group Term Life Insurance Policy for Rs. 10 Lacs
- c. Group Personal Accident Policy for Rs. 5 lacs

The terms and conditions of the above shall be explained separately during your induction.

16. As the Fellowship Program is a full-time learning/educational program, you are not permitted to engage yourself in any other activity, including but not limited to pursuing any other educational course during the period of the Fellowship.

17. You undertake to follow the Fellowship Design principles that would be explained to you, the Code of Conduct of the Fellowship, and you commit to respect the community that you get to live in as part of the Fellowship. This is integral to the Fellowship.

18. You undertake to ensure that the "Use and Return" assets given to you during the Fellowship are used for the Fellowship purposes only and are managed and maintained in a good state.

19. The Fellowship will be awarded on an objective and non-discriminatory basis.

20. The Foundation does not act as an employer with respect to you i.e., the Fellows under this Fellowship. The terms and conditions of this Fellowship shall in no manner be construed as an employer-employee relationship between the parties.

21. The Foundation does not guarantee any future employment with it or its affiliates.

22. The Foundation does not take any liability, financial or otherwise, of the Fellow, except to pay the Fellowship honorarium as set out hereinabove.

23. You will be awarded the Fellowship Certificate on your successful completion of the Program.

24. The Foundation reserves its right to terminate this Fellowship arrangement with you at any time during the Term of this Fellowship program for the cause. To illustrate, if you commit an act of misconduct deemed by the Foundation to be in breach of the values and ethos of the Fellowship or are found to be medically unfit or remain willfully absent or are otherwise unable to perform the assignment entrusted to you, in such a scenario, the Foundation reserves the right to terminate this Fellowship arrangement with you forthwith, and your deferred Fellowship honorarium amount will stand forfeited.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

25. You will be governed by all the rules and regulations as enforced by the Foundation from time to time. The current applicable rules & regulations are available on our intranet. The decision of the Foundation on all such matters shall be final and binding.

26. All documents, declarations and undertakings signed by you separately shall be construed as part and parcel of this Offer Letter.

27. The Terms and Conditions of the Fellowship shall be governed by and construed in accordance with Indian laws. The Foundation and the Fellows irrevocably submit to the jurisdiction of the courts at Mumbai to settle any disputes in connection with these terms and conditions.

28. You will be eligible to apply for the Social incubation and Enterprise Program after successfully graduating from this Fellowship Program.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## ANNEXURE - B

Name: Saurabh verma

Big Bet assigned to: Aspirational Bharat Collaborative

State assigned to: Bihar

The location assigned to: Program team will allocate the final location during Induction.

I'm committed to completing the fellowship program fully and agree to not leave the fellowship program in between without completing the full duration.

I have carefully read and understood the terms and conditions of the Gandhi Fellowship Program as has been detailed hereinabove. I accept all the terms and conditions as well as the allocation of the location and the initiative in which I will be working.

I confirm that I'm of sound medical health and have got my parental consent (who are also of sound medical health) to join the Gandhi Fellowship Program.

By the signing of this offer letter I agree to all org guidelines as per the link provided below:-

Link for policy

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## District Coordinator Agreement

**10 June 2024**

This document constitutes the formal contract between the first party Ekho Foundation (“the company”, hereinafter referred to by its brand name Rocket Learning), and the second party **Ankita Chaudhary (“Coordinator”)**. The company has appointed to the role of **District Coordinator** effective from **10 June 2024**, which has been accepted by the coordinator by means of their sign on this document. The Cost to Company (CTC) shall be **INR 22,000/- per month** along with travel expenses. (inclusive of all taxes).

The location will be **Ayodhya, UP** with outside travel for official purposes as needed. All official travel outside base location and costs related to official work shall be borne by Rocket Learning (based on actual expenditure as per the organization's guidelines).

### Consultation Terms:

#### 1. Term and Termination:

- a. The coordinator's Engagement shall be for a period of 12 months and maybe renewed dispensing upon the circumstances. Any contrary representations that may have been made to either party shall be superseded by this Agreement. This Agreement shall constitute the full and complete agreement between both parties. The coordinator shall be a part of the Organization in the capacity of contractual service provider and not a full time employee.
- b. The service may be terminated at the instance of either party only by giving to the other party 2 calendar months' prior written notice or salary for the equivalent duration.
- c. The first three months after the start date of joining are the probation period for the coordinator, during which the Company has the right to terminate the service of the coordinator without cause and without the applicability of any prior notice, under such circumstances the notice period shall be of 7 days if it so chooses, Only 5 casual leaves are permitted during the probation period (i.e. for the first 3 months). If any more casual leaves are taken then the probation period shall increase by an equivalent number of day

**2. Background verification:**

- a. This offer of appointment is subject to positive feedback on the coordinator's reference(s) checks and conditional upon successful background verification (which may include but not limit to criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by the Company or an appropriate third party, and the results of such background checks being favorable in Company's opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by the Company.

**3. Working Hours:**

- a. The coordinator may be required to work from Monday to Friday with two working Saturdays, for such hours as are necessary to suit the Company's requirements and for the proper discharge of the coordinator's duties. They may also be required to attend duties on Public Holidays as per the exigencies of work. However, the maximum number of working hours per week shall not exceed the provisions of the applicable law. In the event that the coordinator is required to work for more than 48 hours in a week, they shall be informed of the same by their immediate supervisor.

**4. Representation and Warranty:**

- a. The coordinator represents and warrants to the Company that they are under no obligations or commitments, whether contractual or otherwise, that are materially inconsistent with their obligations under this Agreement. In connection with their service, they shall not use and/or disclose any trade secrets, business strategies or other proprietary information or intellectual property in which they or any other person has any right, title or interest and their service will not infringe or violate the rights of any other person. The coordinator represents and warrants to the Company that they have returned all property and confidential information belonging to any prior employer, other than residual information and/ or confidential information that has become generally known to the public or within the relevant trade industry.

- b. The coordinator shall serve the Company in India or outside of India in connection with the business either of the Company or one of the associated companies as the Company may at any time or from time to time direct.
- c. The coordinator shall not have any claim whatsoever against the Company or any of its associated companies for any extra service, unless for such payment (if any) as may have been expressly agreed to in writing prior to such services being rendered.

5. During the service period, if the coordinator is required to travel or stay outside their location specified above for the company's purposes, they shall be eligible to reimbursement of actual expenses incurred on prior approval basis by the Company, applicable from time to time, provided the receipts as required are presented.

## 6. Confidentiality, Intellectual Property and Non-Solicitation

- a. The coordinator shall not, during the continuance of this engagement, be engaged, concerned, or interested directly or indirectly, in any other occupation, business or service whatever without the previous consent in writing of the Company, and shall devote their time, attention and abilities exclusively to the performance of their duties hereunder and shall in all respects obey and conform to the Company's orders and policies, and well and faithfully serve the Company, and use best endeavors to promote the interests hereof, and of the business in which they shall for the time being be engaged.
- b. The coordinator shall not, unless directed by the company, either during the continuance of this engagement or thereafter disclose, divulge, or communicate to any person or persons whatsoever any information of a secret or confidential character relating to the trade or business of the Company or of the associated companies or to the strategies, plans, methods, process, know-how, technologies, or by any of them or to any activities or experiments made by them, or any of them, or by any persons in their employ, or relating to the prices paid or charged by, or the customers or suppliers of the Company or its associated companies.

- c. All Intellectual Property rights in any work or material developed/co developed/conceptualized directly or indirectly by the coordinator during the course of their service shall be considered 'Works made for Hire' under the Intellectual Property laws and shall belong to and be the property of the Company and the coordinator confirms and accepts that they shall not be entitled to claim any rights over any such Intellectual Property. If required by the Company, during or after the service period, they shall assign and transfer in favour of the Company or, at the request of the Company, in favour of any of its subsidiary, hold co or affiliate all Intellectual Property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary, hold co or affiliate as the Company may require, any and all Intellectual Property rights and benefits in such works or materials. In performance of their duties and responsibilities they shall not use or infringe any intellectual Property or rights of the Company or of any other third party/s.
  
- d. The coordinator shall, at the request and cost of the Company, take all necessary steps to procure the granting of Letters of Patent in India and similar protection abroad in the names of the Company, in respect of such invention, and upon such Letters of Patent and/or similar protection being granted, shall, at the request and cost of the Company, execute all assignments, licenses, and other documents required by the Company to deal with the said Letters of Patent and/or similar protection in such manner as the Company may think fit. Should the Company so desire the said invention shall not be made the subject of Letters of Patent or similar protection, but shall be worked by the Company, and all or any of its associated companies as a secret process, and in such case the coordinator undertakes not to disclose, divulge or communicate any information relating to such invention to any other person or persons whatsoever. However, they shall be entitled to quote their contribution towards such invention on their resumes and such other forum with prior written approval of the Company at no additional compensation other than what has been provided under this Agreement herein, nor shall they monetize commercially on the same.

- e. All the provisions hereinbefore contained regarding any invention or patent shall apply to any design which during the continuance of this Agreement, the coordinator shall become entitled to register, the registration thereof being deemed to be equivalent to the grant of Letters of Patent, and any other necessary assignment to Company.
- f. If at any time hereafter it shall be agreed between the Company and the coordinator that an alteration shall be made in the latter's salary, duties or place of service, such alteration shall not affect the other terms of this Agreement, except as may be expressly agreed on.
- g. The coordinator shall not do or indulge in any of the following, without the prior written consent of the

Company:

- (a) **Compete:** During the service Period and for a period of at least 6 (Six) months after the service Period, the coordinator shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, coordinator, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with their obligations to the Company;
- (b) **Solicit Business:** During the service period and for a period of at least twenty four (24) months after the service period, the coordinator shall not solicit, endeavor to solicit, influence or attempt to influence any client, existing or prospective customers or other person, directly or indirectly, to purchase their product in lieu of Company's products and/or services, to any person, firm, corporation, institution or other entity in competition with the business of the Company;
- (c) **Solicit Personnel:** During the service period and for a period of at least twenty four (24) months after the service period, the coordinator shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an coordinator, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the coordinator

of or directly or indirectly offer services in any form or manner to himself or any person or entity which is a competitor of the Company.

The coordinator will not borrow or accept any money, gift, reward or compensation for their personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom, they may be having official dealings.

- h. The coordinator acknowledges and agrees that violation of the covenants and obligations with respect to non-compete and non-solicitation as set forth above will cause the Company, irreparable injury. Therefore, they agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you from committing any violation of the covenants and obligations. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have against the coordinator as provided under laws.

## 7. Jurisdiction and Conflict Resolution

The terms and conditions of this Agreement shall at all times be construed in accordance with applicable laws of India thereunder as amended from time to time. All legal disputes are subject to the exclusive jurisdiction of Courts of Delhi only. The first step of conflict resolution shall be mediation.

## 8. Other terms:

- a. The coordinator will have access to the Company's Code of Conduct, Privacy Policy Guide, POSH policy and other policies of the company. They are required to go through the same and understand them. The coordinator agrees to abide by the principles set out in the document, breach of which, can have serious consequences including dismissal from service.
- b. If the coordinator is at any time found to be guilty of misconduct, commit any breach of this Agreement, or refuse or willfully neglect to perform to the satisfaction of the Company or any of the associated companies in connection with whose business they may be engaged in or any of the duties devolving upon them under this Agreement, the Company may at once, without any prior notice, terminate their service.

- c. This Agreement and all of the coordinator's rights and obligations hereunder are personal to them and may not be transferred or assigned by them at any time. The Company may assign its rights under this agreement to any entity that assumes the Company's obligations hereunder in connection with any sale or transfer of all or a substantial portion of the Company's assets to such entity.
- d. No provision of this Agreement shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by the coordinator and by an authorized officer of the Company (other than the coordinator). Notwithstanding the above, in the event of a change in role, grades, promotions or other changes made in the service and informed to them by the authorised officer of the Company, the applicable policies to such change in role, grades, promotion or other employment changes (for e.g. Notice Policy, Reimbursement Policy) shall apply to them from the effective date of such change. To that extent, such change in applicable policies will be considered an amendment of this Agreement and their continued service will be constituted as agreement to applicable policies from time to time.
- e. No waiver by either party of any breach of, or of compliance with, any condition or provision of this Agreement by the other party shall be considered a waiver of any other condition or provision or of the same condition or provision at another time.
- f. All company assets shall be used with reasonable care and skill.
- g. If the employee chooses to terminate the agreement on his own accord within the probation period then they shall be liable to pay a compensation amount equivalent to one month's salary in consideration for learning and development cost of the employee and the loss of hiring pipeline.
- h. The company shall have the right to withhold experience letter/relieving letter if the coordinator is terminated on the grounds of harassment of fellow employee, misbehaviour with stakeholders or fellow employees, misconduct, fraudulent or corrupt activity , and/or any action that exploits or goes against the values of the organisation.
- i. The minimum amount of PF deduction shall be INR 3600/- per month.

Both parties, by signing this contract below, agree to the terms and conditions of this document.

**EKHO FOUNDATION****THE EMPLOYEE****Director****Utsav Kheria****EKHO Foundation****Name and Signature**

## District Coordinator Agreement

**12 July 2024**

This document constitutes the formal contract between the first party Ekho Foundation (“the company”, hereinafter referred to by its brand name Rocket Learning), and the second party **Hritik Sharma (“Coordinator”)**. The company has appointed to the role of **District Coordinator** effective from **15 July 2024**, which has been accepted by the coordinator by means of their sign on this document. The Cost to Company (CTC) shall be **INR 22,000/- per month** along with travel expenses. (inclusive of all taxes).

The location will be **Barabanki, UP** with outside travel for official purposes as needed. All official travel outside base location and costs related to official work shall be borne by Rocket Learning (based on actual expenditure as per the organization's guidelines).

### Consultation Terms:

#### 1. Term and Termination:

- a. The coordinator's Engagement shall be for a period of 12 months and maybe renewed dispensing upon the circumstances. Any contrary representations that may have been made to either party shall be superseded by this Agreement. This Agreement shall constitute the full and complete agreement between both parties. The coordinator shall be a part of the Organization in the capacity of contractual service provider and not a full time employee.
- b. The service may be terminated at the instance of either party only by giving to the other party 2 calendar months' prior written notice or salary for the equivalent duration.
- c. The first three months after the start date of joining are the probation period for the coordinator, during which the Company has the right to terminate the service of the coordinator without cause and without the applicability of any prior notice, under such circumstances the notice period shall be of 7 days if it so chooses, Only 5 casual leaves are permitted during the probation period (i.e. for the first 3 months). If any more casual leaves are taken then the probation period shall increase by an equivalent number of day

**2. Background verification:**

- a. This offer of appointment is subject to positive feedback on the coordinator's reference(s) checks and conditional upon successful background verification (which may include but not limit to criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by the Company or an appropriate third party, and the results of such background checks being favorable in Company's opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by the Company.

**3. Working Hours:**

- a. The coordinator may be required to work from Monday to Friday with two working Saturdays, for such hours as are necessary to suit the Company's requirements and for the proper discharge of the coordinator's duties. They may also be required to attend duties on Public Holidays as per the exigencies of work. However, the maximum number of working hours per week shall not exceed the provisions of the applicable law. In the event that the coordinator is required to work for more than 48 hours in a week, they shall be informed of the same by their immediate supervisor.

**4. Representation and Warranty:**

- a. The coordinator represents and warrants to the Company that they are under no obligations or commitments, whether contractual or otherwise, that are materially inconsistent with their obligations under this Agreement. In connection with their service, they shall not use and/or disclose any trade secrets, business strategies or other proprietary information or intellectual property in which they or any other person has any right, title or interest and their service will not infringe or violate the rights of any other person. The coordinator represents and warrants to the Company that they have returned all property and confidential information belonging to any prior employer, other than residual information and/ or confidential information that has become generally known to the public or within the relevant trade industry.

- b. The coordinator shall serve the Company in India or outside of India in connection with the business either of the Company or one of the associated companies as the Company may at any time or from time to time direct.
- c. The coordinator shall not have any claim whatsoever against the Company or any of its associated companies for any extra service, unless for such payment (if any) as may have been expressly agreed to in writing prior to such services being rendered.

5. During the service period, if the coordinator is required to travel or stay outside their location specified above for the company's purposes, they shall be eligible to reimbursement of actual expenses incurred on prior approval basis by the Company, applicable from time to time, provided the receipts as required are presented.

## 6. Confidentiality, Intellectual Property and Non-Solicitation

- a. The coordinator shall not, during the continuance of this engagement, be engaged, concerned, or interested directly or indirectly, in any other occupation, business or service whatever without the previous consent in writing of the Company, and shall devote their time, attention and abilities exclusively to the performance of their duties hereunder and shall in all respects obey and conform to the Company's orders and policies, and well and faithfully serve the Company, and use best endeavors to promote the interests hereof, and of the business in which they shall for the time being be engaged.
- b. The coordinator shall not, unless directed by the company, either during the continuance of this engagement or thereafter disclose, divulge, or communicate to any person or persons whatsoever any information of a secret or confidential character relating to the trade or business of the Company or of the associated companies or to the strategies, plans, methods, process, know-how, technologies, or by any of them or to any activities or experiments made by them, or any of them, or by any persons in their employ, or relating to the prices paid or charged by, or the customers or suppliers of the Company or its associated companies.

- c. All Intellectual Property rights in any work or material developed/co developed/conceptualized directly or indirectly by the coordinator during the course of their service shall be considered 'Works made for Hire' under the Intellectual Property laws and shall belong to and be the property of the Company and the coordinator confirms and accepts that they shall not be entitled to claim any rights over any such Intellectual Property. If required by the Company, during or after the service period, they shall assign and transfer in favour of the Company or, at the request of the Company, in favour of any of its subsidiary, hold co or affiliate all Intellectual Property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary, hold co or affiliate as the Company may require, any and all Intellectual Property rights and benefits in such works or materials. In performance of their duties and responsibilities they shall not use or infringe any intellectual Property or rights of the Company or of any other third party/s.
  
- d. The coordinator shall, at the request and cost of the Company, take all necessary steps to procure the granting of Letters of Patent in India and similar protection abroad in the names of the Company, in respect of such invention, and upon such Letters of Patent and/or similar protection being granted, shall, at the request and cost of the Company, execute all assignments, licenses, and other documents required by the Company to deal with the said Letters of Patent and/or similar protection in such manner as the Company may think fit. Should the Company so desire the said invention shall not be made the subject of Letters of Patent or similar protection, but shall be worked by the Company, and all or any of its associated companies as a secret process, and in such case the coordinator undertakes not to disclose, divulge or communicate any information relating to such invention to any other person or persons whatsoever. However, they shall be entitled to quote their contribution towards such invention on their resumes and such other forum with prior written approval of the Company at no additional compensation other than what has been provided under this Agreement herein, nor shall they monetize commercially on the same.

- e. All the provisions hereinbefore contained regarding any invention or patent shall apply to any design which during the continuance of this Agreement, the coordinator shall become entitled to register, the registration thereof being deemed to be equivalent to the grant of Letters of Patent, and any other necessary assignment to Company.
- f. If at any time hereafter it shall be agreed between the Company and the coordinator that an alteration shall be made in the latter's salary, duties or place of service, such alteration shall not affect the other terms of this Agreement, except as may be expressly agreed on.
- g. The coordinator shall not do or indulge in any of the following, without the prior written consent of the

Company:

- (a) Compete: During the service Period and for a period of at least 6 (Six) months after the service Period, the coordinator shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, coordinator, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with their obligations to the Company;
- (b) Solicit Business: During the service period and for a period of at least twenty four (24) months after the service period, the coordinator shall not solicit, endeavor to solicit, influence or attempt to influence any client, existing or prospective customers or other person, directly or indirectly, to purchase their product in lieu of Company's products and/or services, to any person, firm, corporation, institution or other entity in competition with the business of the Company;
- (c) Solicit Personnel: During the service period and for a period of at least twenty four (24) months after the service period, the coordinator shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an coordinator, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the coordinator

of or directly or indirectly offer services in any form or manner to himself or any person or entity which is a competitor of the Company.

The coordinator will not borrow or accept any money, gift, reward or compensation for their personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom, they may be having official dealings.

- h. The coordinator acknowledges and agrees that violation of the covenants and obligations with respect to non-compete and non-solicitation as set forth above will cause the Company, irreparable injury. Therefore, they agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you from committing any violation of the covenants and obligations. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have against the coordinator as provided under laws.

## 7. Jurisdiction and Conflict Resolution

The terms and conditions of this Agreement shall at all times be construed in accordance with applicable laws of India thereunder as amended from time to time. All legal disputes are subject to the exclusive jurisdiction of Courts of Delhi only. The first step of conflict resolution shall be mediation.

## 8. Other terms:

- a. The coordinator will have access to the Company's Code of Conduct, Privacy Policy Guide, POSH policy and other policies of the company. They are required to go through the same and understand them. The coordinator agrees to abide by the principles set out in the document, breach of which, can have serious consequences including dismissal from service.
- b. If the coordinator is at any time found to be guilty of misconduct, commit any breach of this Agreement, or refuse or willfully neglect to perform to the satisfaction of the Company or any of the associated companies in connection with whose business they may be engaged in or any of the duties devolving upon them under this Agreement, the Company may at once, without any prior notice, terminate their service.

- c. This Agreement and all of the coordinator's rights and obligations hereunder are personal to them and may not be transferred or assigned by them at any time. The Company may assign its rights under this agreement to any entity that assumes the Company's obligations hereunder in connection with any sale or transfer of all or a substantial portion of the Company's assets to such entity.
- d. No provision of this Agreement shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by the coordinator and by an authorized officer of the Company (other than the coordinator). Notwithstanding the above, in the event of a change in role, grades, promotions or other changes made in the service and informed to them by the authorised officer of the Company, the applicable policies to such change in role, grades, promotion or other employment changes (for e.g. Notice Policy, Reimbursement Policy) shall apply to them from the effective date of such change. To that extent, such change in applicable policies will be considered an amendment of this Agreement and their continued service will be constituted as agreement to applicable policies from time to time.
- e. No waiver by either party of any breach of, or of compliance with, any condition or provision of this Agreement by the other party shall be considered a waiver of any other condition or provision or of the same condition or provision at another time.
- f. All company assets shall be used with reasonable care and skill.
- g. If the employee chooses to terminate the agreement on his own accord within the probation period then they shall be liable to pay a compensation amount equivalent to one month's salary in consideration for learning and development cost of the employee and the loss of hiring pipeline.
- h. The company shall have the right to withhold experience letter/relieving letter if the coordinator is terminated on the grounds of harassment of fellow employee, misbehaviour with stakeholders or fellow employees, misconduct, fraudulent or corrupt activity , and/or any action that exploits or goes against the values of the organisation.
- i. The minimum amount of PF deduction shall be INR 3600/- per month.

Both parties, by signing this contract below, agree to the terms and conditions of this document.

**EKHO FOUNDATION****THE EMPLOYEE****Director****Utsav Kheria****EKHO Foundation****Name and Signature**

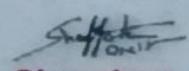


# KANPUR NAGAR NIGAM

## IDENTITY CARD



Name : **SAUMYA SRIVASTAVA**  
Designation : Social Media Handler  
Department : Social Media Cell  
D.O.J. : 20-May-2024  
Address : 302 F Block, Panki Kanpur

  
**Signature**