



**NEHRU INSTITUTE OF TECHNOLOGY**  
**(Autonomous)**



Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)

**CRITERIA 5.2.1**

**Average percentage of placement of outgoing students during 2023-2024**

**SUMMARY OF PLACEMENT OF OUTGOING STUDENTS**

**FOR THE ACADEMIC YEAR 2023-2024**

**INDEX**

Academic year.	Total number of students appeared	Total number of students placed	Percentage
2023-2024	207	184	90.3%

Academic year.	Program	Total number of students placed	Link
2023-2024	B.E.Aeronautical Engineering	17	
	B.Tech Agricultural Engineering	33	
	B.E.Civil Engineering	15	
	B.E.Computer Science and Engineering	47	
	B.Tech Food Technology	20	
	Master of Business Administration	52	

### Placement Details ( 2023 -2024)

S.No	Reg No.	Name	Discipline	Year of Passing	On/off campus	Name of the employer
1	721020101002	Ajithkumar R	BE AERO	2024	ON	Rnd Optimizer, coimbatore
2	721020101007	Aswath	BE AERO	2024	ON	TeamLease services limited, Bangalore
3	721020101008	Boopathi M	BE AERO	2024	ON	Sonovision Aetos technical Services Pvt Ltd
4	721020101009	Deepak R	BE AERO	2024	ON	Centre For Aerospace Research, MIT CHENNAI
5	721020101010	Dinesh T	BE AERO	2024	ON	SPNN Business Pvt Ltd, Bangalore
6	721020101011	Gokulakkannan D	BE AERO	2024	ON	Sutherland Pvt Ltd, Bangalore
7	721020101015	Ilakkiyan K	BE AERO	2024	ON	Academor, Bangalore
8	721020101018	Lena Tamizhan G V	BE AERO	2024	ON	SPNN Business Pvt Ltd, Bangalore
9	721020101302	Moosha A	BE AERO	2024	ON	TeamLease services limited,Bangalore
10	721020101022	Raman R	BE AERO	2024	ON	Relience SMSL LTD,Dindigul
11	721020101023	Rathanakaram Sai Praneeth Raju	BE AERO	2024	ON	Rnd Optimizer,coimbatore
12	721020101024	Samithra Sree	BE AERO	2024	ON	Sutherland Pvt Ltd,Bangalore
13	721020101025	Siva A	BE AERO	2024	ON	Rnd Optimizer,coimbatore
14	721020101304	Sre Manjjunaatheswaran	BE AERO	2024	ON	Sutherland Pvt Ltd,Bangalore
15	721020101026	Sriasin B	BE AERO	2024	ON	PSS Groups,chennai
16	721020101028	Syedunnisha A	BE AERO	2024	ON	PSS Groups,chennai
17	721020101029	Tamilselvan S	BE AERO	2024	ON	TeamLease services limited,Bangalore
18	721020108037	Rini Antony	BTECH-AGRI	2024	ON	ACADEMOR
19	721020108022	KowsalyaV	BTECH-AGRI	2024	OFF	TechnoSoft
20	721020108023	Maheswari.K	BTECH-AGRI	2024	ON	Thozhil
21	721020108007	Denuja.S	BTECH-AGRI	2024	ON	Omega Health Care
22	721020108038	Rubiya	BTECH-AGRI	2024	OFF	VV Agro
23	721020108029	Nihashini	BTECH-AGRI	2024	OFF	PSS GROUP
24	721020108003	Amrutha Mohan	BTECH-AGRI	2024	OFF	PSS GROUP
25	721020108044	Sanjay S	BTECH-AGRI	2024	ON	BHARATHI AIRTEL
26	721020108013	Hari SelvamM	BTECH-AGRI	2024	ON	BHARATHI AIRTEL
27	721020108004	Arunachalam. G	BTECH-AGRI	2024	OFF	Quess Corp ltd
28	721020108014	Harishpandi U	BTECH-AGRI	2024	ON	AQUASUB
29	721020108016	HemananthaKumar.S	BTECH-AGRI	2024	ON	AQUASUB
30	721020108017	Jagatheesh kumar D	BTECH-AGRI	2024	ON	AQUASUB
31	721020108025	MaharajanS	BTECH-AGRI	2024	ON	AQUASUB
32	721020108028	Muthesh kumar.M	BTECH-AGRI	2024	ON	AQUASUB
33	721020108030	NitheeshN	BTECH-AGRI	2024	ON	AQUASUB
34	721020108032	P.PradeepRaja	BTECH-AGRI	2024	ON	AQUASUB
35	721020108034	RajuR	BTECH-AGRI	2024	OFF	Kyungshin Industrail Motherson pvt ltd
36	721020108036	P.Renuga Devi	BTECH-AGRI	2024	ON	AQUASUB

37	721020108039	SabariRajaK	BTECH-AGRI	2024	ON	AQUASUB
38	721020108041	Safin George M R	BTECH-AGRI	2024	ON	AQUASUB
39	721020108010	Gujjula Ajithreddy	BTECH-AGRI	2024	OFF	Buzz Works
40	721020108019	Jeslin. J	BTECH-AGRI	2024	ON	AQUASUB
41	721020108042	Salison Daniel. D	BTECH-AGRI	2024	OFF	Theva & Co
42	721020108040	Sabarish S	BTECH-AGRI	2024	ON	BHARATHI AIRTEL
43	721020108043	S Sanjai	BTECH-AGRI	2024	ON	AQUA SUB
44	721020108049	ThirumalaiP	BTECH-AGRI	2024	ON	BHARATHIAIRTEL
45	721020108001	AjithKumar.S	BTECH-AGRI	2024	ON	AQUASUB
46	721020108015	Harisanjal S	BTECH-AGRI	2024	ON	AQUASUB
47	721020108027	Mukesh Kannan K	BTECH-AGRI	2024	ON	AQUASUB
48	721020108048	Tharani Devi.K	BTECH-AGRI	2024	ON	AQUASUB
49	721020108052	VishnuP	BTECH-AGRI	2024	ON	AQUASUB
50	721020108035	Ramanadhithan. R	BTECH-AGRI	2024	OFF	Hykrops Farms Pvt ltd
51	721020103001	AbhishekCS	BE-CIVIL	2024	ON	Roopam Associates
52	721020103002	AbinBS	BE-CIVIL	2024	ON	DscapeCivilEnggConsultants
53	721020103023	MaguluriVenkataKrishna	BE-CIVIL	2024	ON	LambodaraTechnologies
54	721020103016	GokulaPraveenS	BE-CIVIL	2024	ON	SriVishakhaFields
55	721020103032	PeddaiahGaruSharan Sai	BE-CIVIL	2024	ON	Novatr
56	721020103035	RevuDurga Prasad	BE-CIVIL	2024	ON	SriVishakhaFields
57	721020103038	SabarinathanB	BE-CIVIL	2024	ON	Ramesh Iron & Steels CompanyIndiaPvtLtd
58	721020103044	SureshKumarS	BE-CIVIL	2024	ON	GskConstruction&Builders
59	721020103045	SusindarR	BE-CIVIL	2024	ON	GskConstruction&Builders
60	721020103046	ThirumoorthyM	BE-CIVIL	2024	ON	Ramesh Iron & Steels CompanyIndiaPvtLtd
61	721020103048	VeeravigneshV	BE-CIVIL	2024	ON	GskConstruction&Builders
62	721020103001	AthulSabu	BE-CIVIL	2024	ON	NirmanConstructions
63	721020103305	KaranK	BE-CIVIL	2024	ON	V.Sathyamoorthy&Co
64	721020103309	SriharishS	BE-CIVIL	2024	ON	TimbertrussDesignPrivateLtd
65	721020103311	ThurithankanthM	BE-CIVIL	2024	ON	SriVishakhaFields
66	721020104701	AayeshaAsraM	BE-CSE	2024	ON	[24.7]
67	721020104039	NikhilJ	BE-CSE	2024	ON	R&D
68	721020104052	SrinivasuluT	BE-CSE	2024	ON	R&D
69	721020104063	VishnuprakashJ	BE-CSE	2024	ON	R&D
70	721020104003	AbineshS(01-09-2002)	BE-CSE	2024	ON	AIRTEL
71	721020104011	Ananthakumar.V	BE-CSE	2024	ON	AIRTEL
72	721020104014	AthulKrishnaAB	BE-CSE	2024	ON	AIRTEL
73	721020104019	HariharanM	BE-CSE	2024	ON	AIRTEL
74	721020104021	JenilkumarS	BE-CSE	2024	ON	AIRTEL
75	721020104024	KesaavNa	BE-CSE	2024	ON	AIRTEL
76	721020104029	ManikandanR	BE-CSE	2024	ON	AIRTEL

77	721020104031	MichaelGnanaSundarS	BE-CSE	2024	ON	AIRTEL
78	721020104034	MohanP	BE-CSE	2024	ON	AIRTEL
79	721020104035	MohanVajM	BE-CSE	2024	ON	AIRTEL
80	721020104043	RagulT	BE-CSE	2024	ON	AIRTEL
81	721020104050	SenithS	BE-CSE	2024	ON	AIRTEL
82	721020104054	SuriyaP	BE-CSE	2024	ON	AIRTEL
83	721020104062	VilvanathanM	BE-CSE	2024	ON	AIRTEL
84	721020104044	RyanAntonyBarretto	BE-CSE	2024	ON	SUTHERLAND
85	721020104302	AnkitKanojiyaP	BE-CSE	2024	ON	SUTHERLAND
86	721020104001	AbhishekV	BE-CSE	2024	ON	SUTHERLAND
87	721020104015	BalajiRS	BE-CSE	2024	ON	SUTHERLAND
88	721020104022	KalahasthiPrudhvi	BE-CSE	2024	ON	SUTHERLAND
89	721020104016	BalajiL	BE-CSE	2024	ON	SUTHERLAND
90	721020104020	JayanthG	BE-CSE	2024	ON	SUTHERLAND
91	721020104017	BaskaranV	BE-CSE	2024	ON	SUTHERLAND
92	721020104012	Anirudh.M.Pisharody	BE-CSE	2024	ON	SUTHERLAND
93	721020104009	AjayS(11-11-2002)	BE-CSE	2024	ON	SUTHERLAND
94	721020104002	AbilashR	BE-CSE	2024	ON	SUTHERLAND
95	721020104057	VaralakshmiGali	BE-CSE	2024	ON	PSS Group
96	721020104010	AlishaShaik	BE-CSE	2024	ON	PSS Group
97	721020104028	MamthaPaviyadharshiniG	BE-CSE	2024	ON	HRH NEXT
98	721020104032	MohamedSameerS	BE-CSE	2024	ON	HRH NEXT
99	721020104033	MohammedHarris.H	BE-CSE	2024	ON	HRH NEXT
100	721020104036	MoulinK	BE-CSE	2024	ON	HRH NEXT
101	721020104041	PadalaUmaBharathi	BE-CSE	2024	ON	HRH NEXT
102	721020104060	VigneshR	BE-CSE	2024	ON	HRH NEXT
103	721020104049	SelvaKumarS	BE-CSE	2024	ON	HRH NEXT
104	721020104025	KriubakaranS	BE-CSE	2024	ON	HRH NEXT
105	721020104038	NallagondlaRaju	BE-CSE	2024	ON	HRH NEXT
106	721020104047	SanjayNathan.R	BE-CSE	2024	ON	HRH NEXT
107	721020104055	SwathiP	BE-CSE	2024	ON	HRH NEXT
108	721020104061	VijayKumarC	BE-CSE	2024	ON	HRH NEXT
109	721020104051	Shrihark	BE-CSE	2024	ON	HRH NEXT
110	721020104013	ArunJ	BE-CSE	2024	ON	R&D
111	721020104037	MuvinkumarV	BE-CSE	2024	ON	R&D
112	721020104059	VigneshD S	BE-CSE	2024	ON	R&D
113	721020218003	AravindswamyB	BTECH-FOOD	2024	ON	MANNA
114	721020218004	DeepikaA	BTECH-FOOD	2024	ON	CPF
115	721020218005	IndhuS	BTECH-FOOD	2024	ON	WAYCOOL
116	721020218006	JeevithaS	BTECH-FOOD	2024	ON	CPF

117	721020218007	KeerthanaB	BTECH-FOOD	2024	ON	AMAZON
118	721020218009	KousigaA	BTECH-FOOD	2024	ON	CORIZO
119	721020218010	Liberna B	BTECH-FOOD	2024	ON	CPF
120	721020218011	MahalakshmiG	BTECH-FOOD	2024	ON	SHARINGO
121	721020218012	Melvin K Roy	BTECH-FOOD	2024	ON	FRESHTOHOME
122	721020218013	MohammedFarsila	BTECH-FOOD	2024	ON	ELANADUDAIRY
123	721020218015	MukilKS	BTECH-FOOD	2024	ON	FRESHTOHOME
124	721020218016	Navin KumarHV	BTECH-FOOD	2024	ON	MANNAFOODS
125	721020218016	SaranM	BTECH-FOOD	2024	ON	WAYCOOL
126	721020218021	SinasiraB	BTECH-FOOD	2024	ON	TELLICHERRYSPICES
127	721020218022	SivasankariB	BTECH-FOOD	2024	ON	DND
128	721020218019	SrinithinMB	BTECH-FOOD	2024	ON	CKFOODS
129	721020218025	SubashE	BTECH-FOOD	2024	ON	VALUEINGREDIENTS
130	721020218021	ThanveershahinPK	BTECH-FOOD	2024	ON	CHOICE CANNING
131	721020218028	VigneshG	BTECH-FOOD	2024	ON	THALAPAKATTI
132	721020218029	VishvaR	BTECH-FOOD	2024	ON	THALAPAKATTI
133	721022631001	AdithRajeev	MBA	2024	ON	Academor;EMAIL:hr@academor.com
134	721022631002	AiswaryaR	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimitedemail:
135	721022631003	AkshayaSreethishaB	MBA	2024	ON	SBIInsurance Co.Ltd.;TEL:;+912242412000
136	721022631004	AkshayPrasadM	MBA	2024	ON	Justdial
137	721022631005	ArunkumarS	MBA	2024	ON	FeroAdvisoryPVT.Ltd
138	721022631006	AswathiNS	MBA	2024	ON	Academor;EMAIL:hr@academor.com
139	721022631007	BalachandharB	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL:;+912242412000
140	721022631008	DensingRohithJ	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL:;+912242412000
141	721022631010	DhirishikhaM	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimitedemail:
142	721022631012	DravidDeveP S	MBA	2024	ON	Academor;EMAIL:hr@academor.com
143	721022631013	GiridharanM	MBA	2024	ON	Academor;EMAIL:hr@academor.com
144	721022631014	GopiKrishnaRs	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL:;+912242412000
145	721022631015	GowthamKumar B	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL:;+912242412000
146	721022631016	GowthamM	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimitedemail: info@bizpole.in
147	721022631017	HariharanG	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimitedemail:
148	721022631018	HariharanR	MBA	2024	ON	Academor;EMAIL:hr@academor.com
149	721022631019	JeganS	MBA	2024	ON	SUTHERLAND;EMAIL:campusIndia@sutherlandglobal.com
150	721022631023	JoelMathews	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL:;+912242412000
151	721022631024	JothilakshmiK	MBA	2024	ON	NivaBupaHealthInsurance;TEL:1860-500-8888
152	721022631025	KeerthikaK	MBA	2024	ON	BajajFinserveTEL:91 2071576403
153	721022631026	KeerthikannanP	MBA	2024	ON	Dr.Reddy'sLaboratoriesltd;EMAIL:
154	721022631028	LakshanaU	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL:;+912242412000
155	721022631029	LingeshwaranM	MBA	2024	ON	CaspianManagementServicesLLP
156	721022631030	Manish KM	MBA	2024	ON	Academor;EMAIL:hr@academor.com

157	721022631031	ManuS	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
158	721022631032	MathankumarK	MBA	2024	ON	UpfinFintechPrivateLimited
159	721022631033	MohamedFazhludeenL	MBA	2024	ON	SuretiInsuranceMarketingPVT.LTD;Email:
160	721022631034	MohamedRajithTp	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
161	721022631035	NagarajanRS	MBA	2024	ON	Academor:EMAIL:hr@academor.com
162	721022631036	NarendranR	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
163	721022631038	PrabhuKrishnaS	MBA	2024	ON	Sutherland;Email:campusIndia@sutherlandglobal.com
164	721022631039	Prasanna V	MBA	2024	ON	ESAFSMALLFINANCEBANK;EMAIL:
165	721022631041	RajkumarP	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
166	721022631043	RudraBalajiB	MBA	2024	ON	UpfinFintechPrivateLimited
167	721022631044	Santhiya K	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimitedemail:
168	721022631045	SarathAP	MBA	2024	ON	Academor:EMAIL:hr@academor.com
169	721022631046	SarigaP	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimited;
170	721022631047	ShablaFabi	MBA	2024	ON	Sutherland;Email:
171	721022631048	ShaliniL	MBA	2024	ON	Academor:EMAIL:hr@academor.com
172	721022631049	ShunmugaNathiR	MBA	2024	ON	Sutherland;Email:campusIndia@sutherlandglobal.com
173	721022631050	SindhuR	MBA	2024	ON	MISAA
174	721022631051	SindhuT	MBA	2024	ON	Academor:EMAIL:hr@academor.com
175	721022631052	SivadharaniS	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimited;
176	721022631053	SivanesanB	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
177	721022631054	Sneka K	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
178	721022631055	SreekuttyV	MBA	2024	ON	Academor:EMAIL:hr@academor.com
179	721022631056	SreeragPV	MBA	2024	ON	Sutherland;Email:campusIndia@sutherlandglobal.com
180	721022631058	TessMaria Wilson	MBA	2024	ON	SBIInsuranceCo.Ltd.;TEL.:+912242412000
181	721022631059	ThamaraikaniS	MBA	2024	ON	Justdial
182	721022631060	VasanthhubanS	MBA	2024	ON	Sutherland;Email:campusIndia@sutherlandglobal.com
183	721022631061	VinithkumarM	MBA	2024	ON	SrinithiCapital
184	721022631063	VishnuM	MBA	2024	ON	BizpoleBusinessAcumenPrivateLimitedemail:

  
Dean placements





# NEHRU INSTITUTE OF TECHNOLOGY

AUTONOMOUS

• Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai  
• Recognized by UGC under 2(f) status • Accredited by NAAC with "A+" Grade • NBA Accredited - Aero & CSE  
Jawahar Gardens, Kallapuram, Thirumalayampalayam, Coimbatore - 641 105.



2023-2024

## *Department of Aeronautical Engineering*

Academic Year	Total number of students appeared	Total number of students placed	Percentage
2023-2024	24	17	70



# NEHRU INSTITUTE OF TECHNOLOGY

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## CRITERIA 5.2.1

### Average percentage of placement during 2023-2024

#### SUMMARY OF PLACEMENT OF OUTGOING STUDENTS

#### FOR THE ACADEMIC YEAR 2023-2024

#### INDEX

Academic year	Program	Total number of students placed
2023-2024	B.E. Aeronautical Engineering	17



## NEHRU INSTITUTE OF TECHNOLOGY

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### 5.2.1 Number of placement of outgoing students during the year 2023-2024

Name of students placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
Ajithkumar R	BE AERO	Rnd Optimizer, coimbatore	2.5 LPA
Aswath	BE AERO	TeamLease services limited, Bangalore	3 LPA
Boopathi M	BE AERO	Sonovision Aetos technical Services Pvt Ltd	2.4 LPA
Deepak R	BE AERO	Centre For Aerospace Research, MIT CHENNAI	2.4 LPA
Dinesh T	BE AERO	SPNN Business Pvt Ltd, Bangalore	1.4 LPA
Gokulakkannan D	BE AERO	Sutherland Pvt Ltd, Bangalore	3 LPA
Ilakkiyan K	BE AERO	Academor, Bangalore	2.4 LPA
Lena Tamizhan G V	BE AERO	SPNN Business Pvt Ltd, Bangalore	1.8 LPA
Raman R	BE AERO	Relience SMSL LTD,Dindigul	1.15 LPA
Rathanakaram Sai Praneeth Raju	BE AERO	Rnd Optimizer,coimbatore	2.64 LPA
Samithra Sree	BE AERO	Sutherland Pvt Ltd,Bangalore	3 LPA
Siva A	BE AERO	Rnd Optimizer,coimbatore	2.64 LPA
Sriasin B	BE AERO	PSS Groups,chennai	2 LPA
Syedunnisha A	BE AERO	PSS Groups,chennai	2 LPA
Tamilselvan S	BE AERO	TeamLease services limited,Bangalore	1.8 LPA
Moosha A	BE AERO	TeamLease services limited,Bangalore	2.9 LPA
Sre Manjjunaatheswaran	BE AERO	Sutherland Pvt Ltd,Bangalore	3 LPA

23-24-offer AEPD 5.2.2  
letter

# Rnd Optimiz

To,

Mr. Ajithkumar R,  
Nehru Institute Of Technology,  
Jawahar Gardens,  
Kaliyapuram, Thirumalayampalayam,  
Coimbatore,  
Tamil Nadu 641105

Subject: Letter of Appointment

Dear Ajithkumar R,

This has reference to your application and subsequent interviews you have had with RND Optimizar Pvt. Ltd. We are pleased to appoint you as Member PED in its Administrative function based at Coimbatore. Your employment will be governed by the following terms and conditions:

**Monthly Remuneration**

You will be paid a monthly gross salary of Rs. 22,000 (Rupees twenty two thousand only) per month during the first 1 months and subsequently as language based variable pay basis the utterances processed/month.

**Date of Appointment, Probation Period & Working Hours**

Your date of appointment as per company records is 17/04/2024. You will be on probation for a period of six months from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after six months, this order will continue to be in operation, and the probation period will stand extended automatically without further notice.

Your working hours will be as per the current company policy. The company observes a 6 days' work week.

**Leave & Notice Period.**

You will be governed by the current Leave Policy of the company for permanent employees. While on probation, this appointment may be terminated by either side by giving seven days notice, or seven days salary in lieu of notice period.

**Confidential Information.**

You will not, at any time, without the consent of the Company disclose or divulge or make public except under legal obligation, any information regarding Company's affairs of administration or research carried out, whether the same may be confided to you or become known to you, in the course of your service or otherwise.

**General.**

The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.

Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you to the RND Optimizar Pvt. Ltd. family and trust we will have a long and mutually rewarding association.

Yours faithfully,

RND Optimizar Pvt. Ltd.

**Letter of Intent/Appointment Offer**

Dear S Aswath,

Date : 14 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Engineer Install HDO with Team Lease Services Limited on fixed term assignment and your date of Joining would be 15-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 284000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

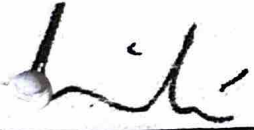
Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

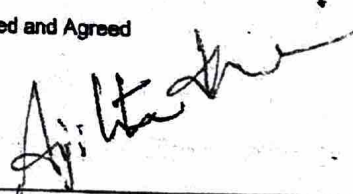
Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Ritupama Chakraborty)  
Authorized Signatory



Signature and date:

Name: R. Ajith Kumar

6



# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : Gokulakkannan. D  
**Email Id** : [gokulaeroengineer@gmail.com](mailto:gokulaeroengineer@gmail.com)  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process:-

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



**SUTHERLAND**

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to [campusIndia@sutherlandglobal.com](mailto:campusIndia@sutherlandglobal.com) for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition**  
**Sutherland**

This is a digitally generated soft copy hence a signature is not required.  
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6<sup>th</sup> floor, Chennai, Tamil Nadu, PIN 600063

**FIXED TERM EMPLOYMENT CONTRACT**

Name : Ilakkiyan K  
 Father Name : Karuppaiyah  
 Address: 2/247 Keeranur Ramnathapuram

Date: 27-Feb-2024

Letter Date: 27-Feb-2024

Employee Id: AS131840  
 Employee Code: AS131840

In pursuance of your application for employment in our organization, we have decided to appoint you as Warehouse Associate.

The conditions of your appointment will be as follows:

1. Be it clearly understood that the assignment/work offered to you has arisen due to a temporary increase in work which is part and parcel of our contracts with our Clients.
2. You would be liable to work at any of our client's locations as per the requirement. However, your services are liable to be transferred without any additional benefit or facilities, to another branch, post or place or to any office, associates, or sister concern or subsidiary of any of the present or future clients of SPNN Business Services Pvt.Ltd., at any place in India, whether in existence or which may come up in future at any time at the sole discretion of the SPNN Business Services Pvt. Ltd.
3. Your period of the Employment contract is from 01-Mar-2024 till 15-Mar-2024 Your salary details are provided in Annexure "A" of this document whereas Annexure "B" contains "Service Provider Personnel Nondisclosure Agreement". You are requested to carefully go through and familiarize yourself with all the details provided in these documents, before accepting the employment.
4. Your fixed-term contractual engagement will automatically come to an end after the completion of the aforementioned period. The renewal/extension if any shall be subject to mutual consent in writing and acceptance of applicable terms & conditions as may be deemed fit and proper by both parties to this contract.
5. Both the parties have the right to terminate the contract by giving the other party prior notice of 5 days or an amount equal to wages for the said notice period. In the event of the employee terminating the contract without serving the said notice period, the management has the right to withhold an amount equal to the wages for the unserved period of notice from the money due to the employee if any as part of the full and final settlement. In case of continued absenteeism for three or more days at a stretch or absenteeism for 5 or more days on 3 different Occasions without intimation, it will be construed that you have terminated the contract and in such a situation, the management will not be liable to serve you the notice or make payment in lieu thereof. On the contrary, in such a scenario, the management will have a right to deduct the wages for the un-served notice period from the money due to you, if any, as part of the full and final settlement.
6. You shall not at any point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever either against us or any of our clients.
7. You may be required to work in shifts and your shift timings may vary based on business requirements. However, you will be notified of the change in shift timings through the posting of schedules.
8. You may have to even work overtime as per business requirements. Overtime amount will be paid as per statutory norms.

SPNN Business Services Pvt.Ltd.

Registered Office:  
 Ground Floor, Flat No. 45A, Pocket-7,  
 Sector 7, Dwarka, New Delhi- 110075

Corporate Office:  
 Unit No - 742-743, JMD Megapark,  
 Sector 42, 522013, East of Kalyan, Bangalore

#1178, Rudrasth SyncSpace, 5<sup>th</sup> Main,  
 Sector 7, HSR Layout, Bangalore,  
 Karnataka - 560074, India

1284200002  
 HR@SPNN@ZIVSAR.COM

9. You will be expected to carry out the duties assigned to you in an efficient and competent manner. If you have any problems/queries to carry out duties, you will be expected to bring them to your Supervisor.

10. You would be eligible for leaves & paid holidays in accordance with applicable statutory provisions. However, your leaves shall be governed by the leave policy of SPNN Business Services Pvt.Ltd.

11. If any declaration is given or furnished by you to the SPNN Business Services Pvt.Ltd. proves to be false or if you have willfully suppressed any material information, in such a case you will be liable for strict action including removal from service without notice.

12. In day to day functioning or carrying out responsibilities, you will report and receive instructions from our Supervisor and shall be bound to follow service conditions of SPNN Business Services Pvt.Ltd. Such supervisor shall exercise control over your working including initiation of disciplinary proceedings against you.

13. You will be entitled to all other statutory benefits wherever applicable during the contract period which would be paid by SPNN Business Services Pvt.Ltd. but not be entitled to any benefit/ privileges available to other regular associates of the establishment of SPNN Business Services Pvt.Ltd. or of our clients SPNN Business Services Pvt.Ltd. The agency will be solely responsible for all statutory payments and you will have no right to claim the same from the Clients of SPNN Business Services Pvt.Ltd.

14. During the course of your contract with us, you may be transferred to any other location/project site of our client's entity for training purposes or to meet the urgent contract requirement. In such condition, all other terms of the contract will remain unchanged including compensation and benefits.

15. You will not, at any time without the written consent of the authorized person of SPNN Business Services Pvt.Ltd., disclose or divulge or make public except on legal obligations, any information about the SPNN Business Services Pvt.Ltd. and its Clients business affairs or secrets which has become known in the course of discharging obligations under this contract or otherwise to any other person or institution.

16. In case of any indiscipline/disobedience/ misconduct/theft committed by you, or any other kind of activities that may lead to disruption of operations, or in case any complaint is received against you from any of our clients, SPNN Business Services Pvt.Ltd. will have a right to take strict action against you including termination of service without any notice period or pay in lieu thereof.

17. In case of default or negligence has been proved on your part resulting in loss or cease of operation to SPNN Business Services Pvt.Ltd. or to our client, under the circumstances of SPNN Business Services Pvt.Ltd. is authorized to recover or deduct from your salary an equivalent amount (or part of it) for any such instances occurred, as permissible under statutory provisions.

18. Execution of this Letter by you shall be a full and complete acceptance by you to perform the services. Upon acceptance, you shall:

18.1. fully perform the services, in a professional manner, at work site till your employment. You will follow the standard operating procedures (SOPs) and guidelines applicable to your work at a client location with the utmost professionalism and in an ethical manner while respecting the timelines and instructions of your supervisor at all times;

18.2. not engage in any conduct detrimental to the interests of the SPNN Business Services Pvt.Ltd. or our clients;

18.3. not, either directly or indirectly, offer yourself for employment or gainfully engage with any client, customer or competitor or its agencies or its affiliates during the period of the present work assignment without the prior permission of SPNN Business Services Pvt.Ltd.;

18.4. Comply with the applicable Policies (such as safety, health, environment policy), Code of conduct and Rules & Regulations of SPNN Business Services Pvt.Ltd. at all times during the course of your employment contract.

19. Your appointment and continuity in employment will always be subject to you being found medically fit and clearing the background verification check as required by the SPNN Business Services Pvt.Ltd.

20. Upon lapse or termination of the employment, your employment with SPNN Business Services Pvt.Ltd. shall stand terminated forthwith.

## SPNN Business Services Pvt.Ltd.

### Registered Office:

Ground Floor, Flat No. 45a, Pocket-1,  
Sector 7, Dwarka, New Delhi-110075

CIN No. U74999DL2016PTC39702

### Corporate Office:

Unit No-742-743, JMD Megapolis,  
Sector 48, 122012, Gurgaon, Haryana

#1172, Rudrash Sync Space, 3<sup>rd</sup> Main,  
Sector 7, HSR Layout, Bangalore,  
Karnataka-560102, India

2384200002

3ivsar@3ivsar.co

www.3ivsar.co

# 3ivsar

21. Termination of this Letter shall not affect the obligations of the parties that have been incurred prior to termination and SPNN Business Services Pvt.Ltd. will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/ expiry of this Letter.

22. You agree that you are responsible for any losses towards assets and packages handed over to you as a part of the assignment and will be liable to pay the loss amount either directly or through salary deductions.

23. You agree to co-operate with any security measures such as random frisking and searches of personal belongings.

24. In addition to the above, you are also governed by the standard employment rules/ standing orders and safety/security rules of the SPNN Business Services Pvt.Ltd. and you are required to read them in conjunction

25. You agree to defend, indemnify and hold SPNN Business Services Pvt.Ltd. harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of your failure to satisfy any of your obligations under this Letter or for misconduct, violation of any law or creation of any legal liability by you or any information pertaining to the background of the unlawful activity on your part which has been suppressed by you while obtaining this job.

26. In addition to the terms contained herein, your relationship with SPNN Business Services Pvt.Ltd. maybe subject to such other additional terms and conditions as may be communicated to you from time to time in writing by SPNN Business Services Pvt.Ltd. You shall at no point of time make any claim or right to claim employment, damage, loss or compensation of any nature what so ever against any of our clients.

27. We take this opportunity to wish you the very best in your tenure with SPNN Business Services Pvt.Ltd.

28. If the above terms & conditions are acceptable to you, please sign the duplicate copy of this contract in token of your acceptance.

I have read this letter in full & understand it fully. By signing this letter of the contract, I accept all aforementioned terms & conditions of the contract of employment offered by SPNN Business Services Pvt.Ltd.

Yours sincerely,

For SPNN Business Services Pvt. Ltd,



Navneet Singh  
CEO

Name:

Date:

Name: K ILAKKIYAN

Signature:

Date:

Annexure - A

SPNN Business Services Pvt.Ltd.

Registered Office:  
Ground Floor, Flat No. 45A, Pocket-1,  
Sector 7, Dwarka, New Delhi-110075  
CIN No: U74999DL2016PTC09702

Corporate Office:  
Unit No - 742-743, JMD Megapalia,  
Sector 48, 122018, Gurgaon, Haryana

#117B, Rudrath Sync Space, 3<sup>rd</sup> Main,  
Sector 7, HSR Layout, Bangalore  
Karnataka - 560102, India

8884200002  
SPNNBUSINESS@GMAIL.COM  
www.3ivsar.co

3ivsar

Particulars	Per Month
Basic	9,922
<b>Gross Salary</b>	<b>9,922</b>
Employee PF @12%	1,191
Employee ESIC @0.75%	74
Professional Tax	143
Employee Contribution	1,408
<b>Take Home</b>	<b>8,514</b>
Over Time	2,816
<b>Final Take Home</b>	<b>11,330</b>

## Annexure B

### Service Provider Personnel Nondisclosure Agreement

This Nondisclosure Agreement, effective as of 06-Jan-2022, entered into by, ("Service Provider Personnel"), an employee of SPNN Business Services Pvt.Ltd., for the benefit of clients of SPNN Business Services Pvt.Ltd.. (and the Clients and the Service Provider Personnel are referred to individually as a "Party" and collectively as the "Parties").

The Parties recognize that in connection with Service Provider Personnel's assignment by Service Provider to provide products or services to its clients, certain information including Confidential Information (as defined hereinafter) would be passed on/ disclosed to the Service Provider Personnel by the clients with respect to its operations and businesses. The Service Provider Personnel are now agreeing to the terms and conditions on which the Service Provider Personnel shall be provided with the Confidential Information. In consideration of the clients agreeing to disclose Confidential Information to the Service Provider Personnel, the Service Provider Personnel agrees and undertakes to abide by the terms of this Agreement as set out below:

#### 1. Confidential Information.

As used in this Agreement, "Confidential Information" means all nonpublic information disclosed by or relating to Client/s and any entity in which Client/s or its group companies have directly or indirectly, certain economic interest (an "Affiliate") that is designated as confidential or that, given the nature of the information or the circumstances surrounding its disclosure, reasonably should be considered as confidential. Confidential Information includes, without limitation (i) all nonpublic information relating to the clients or any of its Affiliate's technology, customers, business plans, promotional and marketing activities, finances and other business affairs, and (ii) all third-party information that the client or any of its Affiliate is obligated to keep confidential. Confidential Information may be contained in tangible materials, such as drawings, data, specifications, reports, compilations, summaries, abstracts, modifications, translations, enhancements, adaptations and computer programs, or maybe in the nature of unwritten knowledge.

#### 2. Exclusions.

Confidential Information does not include any information that (i) is or becomes publicly available without breach of this Agreement, (ii) can be shown by documentation to have been known to Service Provider Personnel at the time of his/her receipt of such information from the client, (iii) is received from a third party having the legal right to disclose Confidential Information and who did not acquire or

disclose such information by a wrongful or tortious act, or (iv) can be shown by documentation to have been independently developed by Service Provider Personnel outside the-scope of the relationship with the client, without reference to any Confidential Information.

#### 3. Use of Confidential Information.

Service Provider Personnel may use Confidential Information solely in connection with and only in pursuance of his/her business

### SPNN Business Services Pvt.Ltd.

Registered Office:  
Ground Floor, Flat No. 45a, Pocket 3,  
Sector 7, Dwarka, New Delhi - 110075

Corporate Office:  
Unit No - 742 - 743, JMD Megapolis,  
Sector 48, 122018, Gurgaon, Haryana

#1178, Rudrash Sync Space, 5<sup>th</sup> Main,  
Sector 7, HSR Layout, Bangalore,  
Karnataka - 560102, India

8884200002  
support@3ivsar.co  
www.3ivsar.co

CIN No: U74999DL2015PT1005702

relationship with the client. Except as expressly provided in this Agreement, Service Provider Personnel will not disclose Confidential Information to any person or entity for any purpose whatsoever without the client's prior written consent. Service Provider Personnel will take all reasonable measures to avoid disclosure, dissemination or unauthorized use of Confidential Information, including, at a minimum, the same degree of care, secrecy and security measures he/she takes to protect his/her own confidential information of a similar nature. Service Provider Personnel will segregate Confidential Information from the confidential materials of third parties to prevent commingling.

#### 4. Disclosures to Governmental Entities.

Service Provider Personnel may disclose Confidential Information as required to comply with binding orders of governmental entities that have jurisdiction over it, provided that Service Provider Personnel (i) gives the client prior written notice sufficient to allow the client or any of its Affiliate to seek a protective order or another appropriate remedy, (ii) discloses only such information as is required by the governmental entity, and (iii) uses commercially reasonable efforts and lawful means to obtain confidential treatment for any Confidential Information so disclosed and minimize the extent of such disclosure.

#### 5. Ownership of Confidential Information.

All Confidential Information and patents, copyrights, trade secrets, trademarks or service marks or logos (whether registered or not, with or without goodwill) and other intellectual property rights, title or interests therein (collectively referred to as "Intellectual Property Rights") will remain the exclusive property of the client or its Affiliate, as may be applicable. Disclosure of Confidential Information under this Agreement by client's or its Affiliate will not constitute an express or implied grant to Service Provider Personnel of any rights to or under the client's or its Affiliate's Intellectual Property Rights.

#### 6. Notice of Unauthorized Use.

Service Provider Personnel will notify the client immediately upon discovery of any suspected unauthorized use, copying or disclosure of Confidential Information or any other breach of this Agreement. Service Provider Personnel will cooperate with the client or its Affiliates in every reasonable way to help the client or its Affiliate regain possession of such Confidential Information and prevent its further unauthorized use or disclosure.

#### 7. Return / Destroy or Discontinue Use of Confidential Information.

Service Provider Personnel will return, deliver, remove or destroy all tangible materials embodying Confidential Information (in any form and including, without limitation, all summaries, copies and excerpts of Confidential Information) promptly following the client's written request regardless of how the Confidential Information is embodied at the date of request. The Client may at any time, at its sole discretion, require the Service Provider Personnel to discontinue the usage of any or all Confidential Information and at the client's option, Service Provider Personnel will provide written certification of his/her compliance with this Section.

#### 8. Injunctive Relief.

Service Provider Personnel acknowledges that disclosure or use of Confidential Information in violation of this Agreement could cause irreparable harm to the client or any of its Affiliates for which monetary damages may be difficult to ascertain or an inadequate remedy. Service Provider Personnel, therefore, agrees that the client and/or its Affiliate will have the right, in addition to its other rights and remedies, to seek injunctive relief as a remedy or to prevent or curtail any actual or threatened breach by the Service Provider Personnel of its obligations hereunder or for any violation of this Agreement.

#### 9. Scope; Termination.

This Agreement is intended to cover Confidential Information received by Service Provider Personnel both prior and subsequent to the date hereof. This Agreement shall be effective once signed by Service Provider and will automatically terminate upon the completion or termination of the Parties' business relationship; provided, however, that Service Provider Personnel's obligations with respect to Confidential Information will survive and continue indefinitely even following such completion or termination. The provisions contained in this Section shall survive the termination or expiry of this Agreement.

#### SPNN Business Services Pvt.Ltd.

Registered Office:  
Ground Floor, Flat No. 45a, Pocket-1,  
Sector 7, Dwarka, New Delhi- 110073

Corporate Office:  
Unit No - 742-743, JMD Megapolis,  
Sector 48, 122018, Gurgaon, Haryana

#1173, Rudrash Sync Space, 5<sup>th</sup> Main,  
Sector 7, HSR Layout, Bangalore,  
Karnataka - 560102, India

8884200002  
support@ivsar.co  
www.ivsar.co

**SONOVISION AETOS TECHNICAL SERVICES PVT. LTD.**

**OFFER LETTER**

03-Oct-2024

To,  
Boopathi Meiyappan,  
S/O: Meiyappan, #101,  
Sengunthapuram, West Street,  
VTC: Chithode, Erode, Tamil Nadu,  
638102.

Dear Boopathi Meiyappan,

On behalf of Sonovision Aetos Technical Services Pvt. Ltd., I am pleased to offer you a position as Trainee- Front desk, beginning the 03-Oct-2024 or as soon thereafter as possible. In order to ensure consistent description of job titles internally, the description of job titles may vary internally, but will not impact the scope of the role. The initial terms of your position with the Company are as set forth below.

**1. POSITION**

- 1.1. On your start date, you will begin working for the Company at the Company's Bangalore office at Plot No. 180, EPIP Zone, Ground floor, 2<sup>nd</sup> Phase, Mfar Silverline Tech Park, Whitefield, Bangalore - 560066. This will be your work location for training purposes. Your responsibilities in this position will be intimated to you by your reporting manager/supervisor and may change from time to time as per the requirements of the Company.
- 1.2. There is no fixed term for the employment and the same shall be 'at-will'. You will initially report to Mr. Jairaj BANGARIMATH, Project Manager - Front desk.
- 1.3. You agree to the best of your ability and experience that you will at all times loyally and conscientiously perform all of the duties and obligations required of and from the Company. During the term of your employment, you further agree that you will devote all of your business time and attention to the business of the Company and that you will not directly or indirectly engage or participate in any personal, business charitable or other, or any enterprise that is competitive in any manner with the business of the Company whether or not such activity is for compensation. In addition, by accepting this offer, you agree that you are under no employment contract, proprietary information agreement, invention agreement, confidentiality agreement or other obligation which could breach or be in conflict with the terms and conditions of your employment with us or encumber your performance or duties assigned to you by us.

## 2. COMPENSATION

21. Your annual salary will be Rs. 360000/- (Three Lakh Sixty Thousand Rupees only), less payroll deductions and all required withholdings detailed in Annexure - A. You may be eligible an increment in salary based on your appraisal. The increment and performance appraisal shall be on the basis of the existing policies of the Company.
22. You will be paid monthly on the Company's regularly scheduled pay dates. In addition, you will be eligible for the Company's standard benefits, details of which will be determined by the Company in the coming months. You will be entitled to leave as set out in the Company's leave policy as amended by the Company from time to time.
23. You will also be entitled for benefits such as Provident Fund, Employee Pension, and Gratuity as applicable. The Company reserves sole discretion to modify your compensation and benefits from time to time as it deems fit and necessary without any advance notice. All benefits available to you shall stand terminated on your last day.
24. The terms of this offer letter are confidential in nature and shall not be disclosed to any third party/employee of the Company at any point of time.

## 3. CONFIDENTIAL INFORMATION AND NON-SOLICITATION AGREEMENT

- 3.1. Like all Company employees you will be required as a condition of your employment, to abide by Company rules and policies. In addition, your acceptance of this offer and commencement of employment with the Company is contingent upon the execution and delivery to the Company, of the enclosed Employee Confidential Information and Non-Solicitation Agreement which among other things prohibits unauthorized use or disclosure of the Company's proprietary and confidential information. You further agree that you will not bring onto Company's premises any unpublished documents or property belonging to any former employer or other person to whom you have an obligation of confidentiality. In addition, as a condition of employment, you agree that you will not assist any person or organization in competing with the Company, in preparing to compete with the Company or in hiring any employees of the Company. these obligations will survive any termination of employment with the Company, prior to your start date and continuing throughout the duration of your employment, you agree to disclose to the Company in writing any continuing outside working relationships with other customers or entities with whom you are working or will work (whether or not for compensation), as well as any potential conflict of interest, sources of income or other business endeavors (including any entity in which you own more than 5% of the outstanding equity securities or have voting control of more than 5%.)

- 3.2. You shall also disclose all intellectual property held by you, including Patents at the time of your joining of the Company. You further agree and undertake to not use any third-party intellectual property in your employment with the Company, unless authorized by the Company to do so in writing.

#### 4. PROBATIONARY PERIOD AND MINIMUM NOTICE PERIOD

- 4.1. You shall be on probation for a period of six (6) months from the date the employment commences. The Company reserves the right to extend the probationary period by a further period at its discretion. During the probationary period, you or the company may for any reason whatsoever terminate the employment by serving written notice to the other party. On the successful completion of your probation period, a confirmation letter shall be issued by your immediate supervisor/reporting manager. On confirmation and thereafter, your services shall be terminable by either party giving the other Three (3) months' notice. You may seek waiver of the notice period by paying three months' salary on the basis of the last pay-slip and forego encashment of leaves only if the Management approves.
- 4.2. The Company shall be investing substantial resources and finances in training its employees, including freshers. Therefore, the Company expects your commitment to remain in employment for a continuous period of Two (2) years. If you wish to resign from your employment during probation period, you shall be liable to compensate the Company for its investment in training and recruitment.

#### 5. ADDITIONAL INFORMATION

- 5.1. If you accept our offer of employment, you will receive more information regarding terms and conditions of employment and the Company's policies and procedures (the "Employment Materials"). These materials however will not change your employment status and are merely meant to provide additional information relating to your job. On signing and accepting this letter, you also accept to abide by and comply with the Employee Handbook, including the policies of the Company such as Leave Policy, Attendance, holiday, shift hours, etc.
- 5.2. By signing this letter, you acknowledge that the terms and conditions contained herein are reasonable and you agree that they are necessary for the production and maintenance of the Company and its business. You also acknowledge that the Company shall be entitled to seek order for specific performance or injunctive or other equitable reliefs in case of your failure to observe or a breach by you of any of the terms and conditions herein.
- 5.3. You further warrant and represent that you are not subject to any restrictive covenants or other continuing obligations that in any way restrict your ability to

engage in or solicit any business of any type engaged in by the Company or participate in recruiting or staffing efforts on behalf of the Company and have provided the Company with full and accurate documentation of your prior compensation, and at the joining date will provide the Company with such information as specified in Annexure - B hereto.

5.4. This letter, the Employee Confidential Information and Non-Solicitation Agreement and the Employment Materials contain all of the terms of your employment with the Company and supersede any prior undertakings or agreements whether oral or written between you and the Company. This letter may not be amended or modified except by an express written agreement signed by you and the Company.

5.5. Your subsequent employment is contingent upon your references providing acceptable feedback, proper proof of work authorization, authorizing and receiving clearance on an appropriate background check and our receipt of a signed copy of the attached Employee Confidential Information and Non-Solicitation Agreement.

5.6. The Company may hold specific information relating to you and such information may be transferred to the Company and/or other group companies in any country which you are transferred or as necessary. Please consult your Human Resources contact for additional details. This offer expires 3 days from the date of receipt and is contingent upon your references providing acceptable feedback, proper proof of work authorization, an appropriate background check and receipt of a signed copy of the attached Employee Confidential Information and Non-Solicitation Agreement.

Upon acceptance of this letter, please sign and return according to the instructions in the accompanying email. We look forward for the opportunity to welcome you to our Company.

Sincerely,

**SONOVISION AETOS TECHNICAL SERVICES PVT. LTD.**


**Mamita BHATTACHARJEE**  
For HR Department  
3rd Oct 2024

**AGREED AND ACCEPTED**



Print Name: **Boopathi Meiyappan.**  
Date: 08/10/24  
Address:



CENTRE FOR AEROSPACE RESEARCH  
MIT CAMPUS, ANNA UNIVERSITY  
CHENNAI - 44

22516393, 22516180  
Tele fax: 22231165  
E-mail: dircasr@annauniv.edu

Dr. K.Senthil Kumar  
Professor & Director

ENGAGEMENT ORDER

Order No: CASR/MIT/SWARM/2024

07.07.2024

To,

MR.R.DEEPAK,  
HOMEFINDERS COURT,  
HASTINAPURAM MAIN ROAD,  
NEHRU NAGAR,  
CHITLAPAKKAM, CHENNAI - 600044

**Sub:** CASR - MIT - Project Technician - Engagement of Mr.R.Deepak - Orders issued.

Mr.R.Deepak - is engaged as - Project Technician for project titled "Design, Development and Prototype Advanced Desert/High Altitude Swarm Drones" in the Centre for Aerospace Research at a consolidated salary of Rs.20,000/- p.m. (Rupees Twenty Thousand Only) for the period of 1 year.

You are requested to join the duty on 01.08.2024 by reporting to the Director, Centre for Aerospace Research, MIT, Anna University, Chennai.

You are requested to sign the duplicate copy of the order by accepting the terms and conditions and forward the same to the office of the Director, Centre for Aerospace Research, MIT.

  
Director,  
Centre for Aerospace Research



CENTRE FOR AEROSPACE RESEARCH  
MIT CAMPUS, ANNA UNIVERSITY  
CHENNAI - 44

☎ 22516393, 22516180  
Tele fax: 22231165  
E-mail: [casr@annauniv.edu](mailto:casr@annauniv.edu)

**Dr. K.Senthil Kumar**  
Professor & Director

**TERMS AND CONDITIONS**

1. The tenure of engagement is 1 year from the date of joining and further extended till the completion of the project.
2. During your tenure at CASR, you will not engage yourself directly or indirectly in any other Undertaking, Business, Employment (Full-time/Part-Time) or Activities prejudicial/detrimental to the interest of the institution.
3. All the original certificates have to be submitted before joining the duty.
4. You will be governed by the leave rules and regulations as per University Norms.
5. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology.
6. You will be posted at any place/ or any village as per the requirements of CASR, at the discretion of the Director, Centre for Aerospace Research/ authorities of Anna University, Chennai.
7. You are entitled for TA/DA as per rules of this University on travels undertaken by him/her for any approved CASR related work.
8. You will be responsible for safekeeping and return in good condition and order of all Project property, which may be in your use.
9. The nature of work and duties shall be assigned by the Director, Centre for Aerospace Research, MIT campus, Chromepet, Chennai -44 and the authorities of the Anna University from time to time.
10. You should not publish any article or statement or deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the CASR / Anna University products or to any matter with which the University may be concerned, unless you have previously applied to and obtained the written permission from the Director, CASR.



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☎ 22516393, 22516180  
Tele fax: 2223 1165  
E-mail: [dircasr@anna-univ.edu](mailto:dircasr@anna-univ.edu)

Dr. K.Senthil Kumar  
Professor & Director

11. Engagement will be terminated if found to be indiscipline or disobedience and misconduct during the period of tenure.
12. Either Party may terminate this Agreement by 30 (Thirty) days' notice of termination to the other Party. Termination shall be effective upon expiry of the last day of the Notice Period unless expressly otherwise agreed upon by the institution.
13. You will be diligent, honest and ethical in the performance of your duties during working hours devote whole time, attention and abilities. You shall render your services in a professional and competent manner in willing co-operation with others and at all times conform to the reasonable directions of the Director, CASR.
14. Any loss caused to the University due to any act of omission or commission on you shall be deducted from the monthly consolidated pay, after notice.
15. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the University shall be entitled to recover the damages from you.
16. On the expiry of the engagement period, or earlier, determined as aforesaid, you shall handover all materials, records, documents in his possession/ custody to such person/ officer the Centre nominated by the Director, CASR/ authorities of Anna University, Chennai.

  
Director,  
Centre for Aerospace Research

**FIXED TERM EMPLOYMENT CONTRACT**

Name : Dinesh.T  
Father Name: Thirumaran.P  
Address: No2 Kadalangudi mayiladuthurai

Date: 27-Feb-2024.

Letter Date: 27-Feb-2024

Employee Id: AS131841  
Employee Code: AS131841

In pursuance of your application for employment in our organization, we have decided to appoint you as Warehouse Associate.

The conditions of your appointment will be as follows:

1. Be it clearly understood that the assignment/work offered to you has arisen due to a temporary increase in work which is part and parcel of our contracts with our Clients.
2. You would be liable to work at any of our client's locations as per the requirement. However, your services are liable to be transferred without any additional benefit or facilities, to another branch, post or place or to any office, associates, or sister concern or subsidiary of any of the present or future clients of SPNN Business Services Pvt.Ltd., at any place in India, whether in existence or which may come up in future at any time at the sole discretion of the SPNN Business Services Pvt. Ltd.
3. Your period of the Employment contract is from 01Mar2024 till 25Mar 2024. Your salary details are provided in Annexure "A" of this document whereas Annexure "B" contains "Service Provider Personnel Nondisclosure Agreement". You are requested to carefully go through and familiarize yourself with all the details provided in these documents, before accepting the employment.
4. Your fixed-term contractual engagement will automatically come to an end after the completion of the aforementioned period. The renewal/extension if any shall be subject to mutual consent in writing and acceptance of applicable terms & conditions as may be deemed fit and proper by both parties to this contract.
5. Both the parties have the right to terminate the contract by giving the other party prior notice of 5 days or an amount equal to wages for the said notice period. In the event of the employee terminating the contract without serving the said notice period, the management has the right to withhold an amount equal to the wages for the unserved period of notice from the money due to the employee if any as part of the full and final settlement. In case of continued absenteeism for three or more days at a stretch or absenteeism for 5 or more days on 3 different Occasions without intimation, it will be construed that you have terminated the contract and in such a situation, the management will not be liable to serve you the notice or make payment in lieu thereof. On the contrary, in such a scenario, the management will have a right to deduct the wages for the un-served notice period from the money due to you, if any, as part of the full and final settlement.
6. You shall not at any point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever either against us or any of our clients.
7. You may be required to work in shifts and your shift timings may vary based on business requirements. However, you will be notified of the change in shift timings through the posting of schedules.
8. You may have to even work overtime as per business requirements. Overtime amount will be paid as per statutory norms.

**SPNN Business Services Pvt.Ltd.**

Registered Office:  
Ground Floor, Flat No. 45a, Pocket-1,  
Sector 7, Dwarka, New Delhi-110075

Corporate Office:  
Unit No - 742 - 743, JMD Megapolis,  
Sector 48, 122018, Gurgaon, Haryana

#1178, Rudrash Sync Space, 5<sup>th</sup> Main,  
Sector 7, HSR Layout, Bangalore,  
Karnataka - 560102, India

888420002  
SUPPORT@SIVSAR.CO  
www.sivsar.co

9. You will be expected to carry out the duties assigned to you in an efficient and competent manner. If you have any problems/queries to carry out duties, you will be expected to bring them to your Supervisor.

10. You would be eligible for leaves & paid holidays in accordance with applicable statutory provisions. However, your leaves shall be governed by the leave policy of SPNN Business Services Pvt.Ltd.

11. If any declaration is given or furnished by you to the SPNN Business Services Pvt.Ltd. proves to be false or if you have willfully suppressed any material information, in such a case you will be liable for strict action including removal from service without notice.

12. In day to day functioning or carrying out responsibilities, you will report and receive instructions from our Supervisor and shall be bound to follow service conditions of SPNN Business Services Pvt.Ltd. Such supervisor shall exercise control over your working including initiation of disciplinary proceedings against you.

13. You will be entitled to all other statutory benefits wherever applicable during the contract period which would be paid by SPNN Business Services Pvt.Ltd. but not be entitled to any benefit/ privileges available to other regular associates of the establishment of SPNN Business Services Pvt.Ltd. or of our clients SPNN Business Services Pvt.Ltd. The agency will be solely responsible for all statutory payments and you will have no right to claim the same from the Clients of SPNN Business Services Pvt.Ltd.

14. During the course of your contract with us, you may be transferred to any other location/project site of our client's entity for training purposes or to meet the urgent contract requirement. In such condition, all other terms of the contract will remain unchanged including compensation and benefits.

15. You will not, at any time without the written consent of the authorized person of SPNN Business Services Pvt.Ltd., disclose or divulge or make public except on legal obligations, any information about the SPNN Business Services Pvt.Ltd. and its Clients business affairs or secrets which has become known in the course of discharging obligations under this contract or otherwise to any other person or institution.

16. In case of any indiscipline/disobedience/ misconduct/theft committed by you, or any other kind of activities that may lead to disruption of operations, or in case any complaint is received against you from any of our clients, SPNN Business Services Pvt.Ltd. will have a right to take strict action against you including termination of service without any notice period or pay in lieu thereof.

17. In case of default or negligence has been proved on your part resulting in loss or cease of operation to SPNN Business Services Pvt.Ltd. or to our client, under the circumstances of SPNN Business Services Pvt.Ltd. is authorized to recover or deduct from your salary an equivalent amount (or part of it) for any such instances occurred, as permissible under statutory provisions.

18. Execution of this Letter by you shall be a full and complete acceptance by you to perform the services. Upon acceptance, you shall:

18.1. fully perform the services, in a professional manner, at work site till your employment. You will follow the standard operating procedures (SOPs) and guidelines applicable to your work at a client location with the utmost professionalism and in an ethical manner while respecting the timelines and instructions of your supervisor at all times;

18.2. not engage in any conduct detrimental to the interests of the SPNN Business Services Pvt.Ltd. or our clients;

18.3. not, either directly or indirectly, offer yourself for employment or gainfully engage with any client, customer or competitor or its agencies or its affiliates during the period of the present work assignment without the prior permission of SPNN Business Services Pvt.Ltd.;

18.4. Comply with the applicable Policies (such as safety, health, environment policy), Code of conduct and Rules & Regulations of SPNN Business Services Pvt.Ltd. at all times during the course of your employment contract.

19. Your appointment and continuity in employment will always be subject to you being found medically fit and clearing the background verification check as required by the SPNN Business Services Pvt.Ltd.

20. Upon lapse or termination of the employment, your employment with SPNN Business Services Pvt.Ltd. shall stand terminated forthwith.

## SPNN Business Services Pvt.Ltd.

### Registered Office:

Ground Floor, Flat No. 45a, Pocket-7,  
Sector 7, Dwarka, New Delhi - 110075

CIN: U74999DL2015PTC05702

### Corporate Office:

Unit No - 742 - 743, JMD Megapolis,  
Sector 48, 122018, Gurgaon, Haryana

#117B, Rudrash SyncSpace, 5<sup>th</sup> Main,  
Sector 7, MSR Layout, Bangalore,  
Karnataka - 560102, India

☎ 8284200002  
✉ support@wsr.co  
🌐 www.3ivsar.in

21. Termination of this Letter shall not affect the obligations of the parties that have been incurred prior to termination and SPNN Business Services Pvt.Ltd. will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/ expiry of this Letter.

22. You agree that you are responsible for any losses towards assets and packages handed over to you as a part of the assignment and will be liable to pay the loss, amount either directly or through salary deductions.

23. You agree to co-operate with any security measures such as random frisking and searches of personal belongings.

24. In addition to the above, you are also governed by the standard employment rules/ standing orders and safety/security rules of the SPNN Business Services Pvt.Ltd. and you are required to read them in conjunction

25. You agree to defend, indemnify and hold SPNN Business Services Pvt.Ltd. harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of your failure to satisfy any of your obligations under this Letter or for misconduct, violation of any law or creation of any legal liability by you or any information pertaining to the background of the unlawful activity on your part which has been suppressed by you while obtaining this job.

26. In addition to the terms contained herein, your relationship with SPNN Business Services Pvt.Ltd. maybe subject to such other additional terms and conditions as may be communicated to you from time to time in writing by SPNN Business Services Pvt.Ltd. You shall at no point of time make any claim or right to claim employment, damage, loss or compensation of any nature what so ever against any of our clients.

27. We take this opportunity to wish you the very best in your tenure with SPNN Business Services Pvt.Ltd.

28. If the above terms & conditions are acceptable to you, please sign the duplicate copy of this contract in token of your acceptance.

I have read this letter in full & understand it fully. By signing this letter of the contract, I accept all aforementioned terms & conditions of the contract of employment offered by SPNN Business Services Pvt.Ltd.

Yours sincerely,  
For SPNN Business Services Pvt. Ltd.



Navneet Singh  
CEO

Name:

Date:

Name: Dinesh.T

Signature:

Date:

Annexure - A

## SPNN Business Services Pvt.Ltd.

Registered Office:  
Ground Floor, Flat No. 45A, Pocket-3,  
Sector 7, Dwarka, New Delhi - 110075

Corporate Office:  
Unit No - 742 - 743, JMD Megapolis,  
Sector 48, T2D18, Gurgaon, Haryana

#1172, Rudrash Sync Space, 5<sup>th</sup> Main,  
Sector 7, MSR Layout, Bangalore,  
Karnataka - 560102, India

8884200002  
support@svsar.co  
www.svsar.co

CIN No. U74999DL2016PT103702

Particulars	Per Month
Basic	9,922
Gross Salary	9,922
Employee PF @12%	1,191
Employee ESIC @0.75%	74
Professional Tax	143
Employee Contribution	1,408
Take Home	8,514
Over Time	2,816
Final Take Home	11,330

## Annexure B

### Service Provider Personnel Nondisclosure Agreement

This Nondisclosure Agreement, effective as of 06-Jan-2022, entered into by, ("Service Provider Personnel"), an employee of SPNN Business Services Pvt.Ltd., for the benefit of clients of SPNN Business Services Pvt.Ltd.. (and the Clients and the Service Provider Personnel are referred to individually as a "Party" and collectively as the "Parties").

The Parties recognize that in connection with Service Provider Personnel's assignment by Service Provider to provide products or services to its clients, certain information including Confidential Information (as defined hereinafter) would be passed on/ disclosed to the Service Provider Personnel by the clients with respect to its operations and businesses. The Service Provider Personnel are now agreeing to the terms and conditions on which the Service Provider Personnel shall be provided with the Confidential Information. In consideration of the clients agreeing to disclose Confidential Information to the Service Provider Personnel, the Service Provider Personnel agrees and undertakes to abide by the terms of this Agreement as set out below:

#### 1. Confidential Information.

As used in this Agreement, "Confidential Information" means all nonpublic information disclosed by or relating to Client/s and any entity in which Client/s or its group companies have directly or indirectly, certain economic interest (an "Affiliate") that is designated as confidential or that, given the nature of the information or the circumstances surrounding its disclosure, reasonably should be considered as confidential. Confidential Information includes, without limitation (i) all nonpublic information relating to the clients or any of its Affiliate's technology, customers, business plans, promotional and marketing activities, finances and other business affairs, and (ii) all third-party information that the client or any of its Affiliate is obligated to keep confidential. Confidential Information may be contained in tangible materials, such as drawings, data, specifications, reports, compilations, summaries, abstracts, modifications, translations, enhancements, adaptations and computer programs, or maybe in the nature of unwritten knowledge.

#### 2. Exclusions.

Confidential Information does not include any information that (i) is or becomes publicly available without breach of this Agreement, (ii) can be shown by documentation to have been known to Service Provider Personnel at the time of his/her receipt of such information from the client, (iii) is received from a third party having the legal right to disclose Confidential Information and who did not acquire or

disclose such information by a wrongful or tortious act, or (iv) can be shown by documentation to have been independently developed by Service Provider Personnel outside the scope of the relationship with the client, without reference to any Confidential Information.

#### 3. Use of Confidential Information.

Service Provider Personnel may use Confidential Information solely in connection with and only in pursuance of his/her business

### SPNN Business Services Pvt.Ltd.

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support@zivsar.co  
www.zivsar.co

relationship with the client. Except as expressly provided in this Agreement, Service Provider Personnel will not disclose Confidential Information to any person or entity for any purpose whatsoever without the client's prior written consent. Service Provider Personnel will take all reasonable measures to avoid disclosure, dissemination or unauthorized use of Confidential Information, including, at a minimum, the same degree of care, secrecy and security measures he/she takes to protect his/her own confidential information of a similar nature. Service Provider Personnel will segregate Confidential Information from the confidential materials of third parties to prevent commingling.

**4. Disclosures to Governmental Entities.**

Service Provider Personnel may disclose Confidential Information as required to comply with binding orders of governmental entities that have jurisdiction over it, provided that Service Provider Personnel (i) gives the client prior written notice sufficient to allow the client or any of its Affiliate to seek a protective order or another appropriate remedy, (ii) discloses only such information as is required by the governmental entity, and (iii) uses commercially reasonable efforts and lawful means to obtain confidential treatment for any Confidential Information so disclosed and minimize the extent of such disclosure.

**5. Ownership of Confidential Information.**

All Confidential Information and patents, copyrights, trade secrets, trademarks or service marks or logos (whether registered or not, with or without goodwill) and other intellectual property rights, title or interests therein (collectively referred to as "Intellectual Property Rights") will remain the exclusive property of the client or its Affiliate, as may be applicable. Disclosure of Confidential Information under this Agreement by client's or its Affiliate will not constitute an express or implied grant to Service Provider Personnel of any rights to or under the client's or its Affiliate's Intellectual Property Rights.

**6. Notice of Unauthorized Use.**

Service Provider Personnel will notify the client immediately upon discovery of any suspected unauthorized use, copying or disclosure of Confidential Information or any other breach of this Agreement. Service Provider Personnel will cooperate with the client or its Affiliates in every reasonable way to help the client or its Affiliate regain possession of such Confidential Information and prevent its further unauthorized use or disclosure.

**7. Return / Destroy or Discontinue Use of Confidential Information.**

Service Provider Personnel will return, deliver, remove or destroy all tangible materials embodying Confidential Information (in any form and including, without limitation, all summaries, copies and excerpts of Confidential Information) promptly following the client's written request regardless of how the Confidential Information is embodied at the date of request. The Client may at any time, at its sole discretion, require the Service Provider Personnel to discontinue the usage of any or all Confidential Information and at the client's option, Service Provider Personnel will provide written certification of his/her compliance with this Section.

**8. Injunctive Relief.**

Service Provider Personnel acknowledges that disclosure or use of Confidential Information in violation of this Agreement could cause irreparable harm to the client or any of its Affiliates for which monetary damages may be difficult to ascertain or an inadequate remedy. Service Provider Personnel, therefore, agrees that the client and/or its Affiliate will have the right, in addition to its other rights and remedies, to seek injunctive relief as a remedy or to prevent or curtail any actual or threatened breach by the Service Provider Personnel of its obligations hereunder or for any violation of this Agreement.

**9. Scope; Termination.**

This Agreement is intended to cover Confidential Information received by Service Provider Personnel both prior and subsequent to the date hereof. This Agreement shall be effective once signed by Service Provider and will automatically terminate upon the completion or termination of the Parties' business relationship; provided, however, that Service Provider Personnel's obligations with respect to Confidential Information will survive and continue indefinitely even following such completion or termination. The provisions contained in this Section shall survive the termination or expiry of this Agreement.

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Sector 7, HSR Layout, Bangalore,  
Karnataka - 560102, India

283420002  
support@bivsar.co  
www.bivsar.co

**10. Indemnity,**

The Service Provider Personnel acknowledges that a breach of this Agreement by the Service Provider Personnel could result in significant liability, claim, damage, loss, penalty, cost or expense (including, without limitation, reasonable attorneys fees and costs of appeal) (hereinafter together referred to as "Losses") to the client. The Service Provider Personnel agrees to indemnify and hold the client harmless and indemnified from and against any Losses, arising on account of the breach by the Service Provider Personnel of any of the obligations undertaken by the Service Provider Personnel under this Agreement

**11. Outside Employment**

You agree that during the period of your employment, you will not, without the prior written approval of the SPNN Business Services Pvt.Ltd., directly or indirectly engage in any outside employment activity relating to any line of business in which client is engaged, or which would otherwise conflict with or adversely affect in any way the performance of your employment obligations to our client.

**12. Miscellaneous.**

This Agreement will not create a joint venture, partnership or other formal business relationship or entity of any kind, or an obligation to form any such relationship or entity. Each Party will act as an independent service Provider and not as an agent of the other Party for any purpose, and neither will have the authority to bind the other

This Agreement constitutes the entire agreement between the Parties relating to the matters discussed herein and may be amended or modified only with the mutual written consent of the Parties. Each Party's obligations hereunder are in addition to, and not exclusive of, any and all of his, her or its other obligations and duties to the other Party, whether express, implied, in fact, or in law. Subject to the limitations set forth in this Agreement, this Agreement will inure to the benefit of and be binding upon the Parties and their respective successors and assigns.

If a provision of this Agreement is held invalid under any applicable law or by a court of competent jurisdiction, such invalidity will not affect any other provisions of this Agreement that can be given effect without the invalid provision. Further, all terms and conditions of this Agreement will be deemed enforceable to the fullest extent permissible under applicable law, and, when necessary, the court is requested to reform any and all terms or conditions to give them such effect.

This Agreement is governed by the laws of India, excluding its conflicts of law rules. In the event of any dispute or difference arising between the Parties hereto in regard to any matter relating to or connected with this Agreement, the same shall be referred to arbitration in accordance with the (Indian) Arbitration and Conciliation Act, 1996 and any amendments thereof. The decision of the arbitrator shall be final and binding on the Parties.

The venue of arbitrations shall be Bangalore. This Section shall survive the termination or expiry of this Agreement.

Notices. All notices hereunder will be given in writing, will refer to this Agreement and will be personally delivered or sent by overnight courier, receipted facsimile transmission or registered or certified mail (return receipt requested) to the address set forth below the Parties' signatures the end this Agreement. Any Party may from time to time change such address by giving the other Party notice of such change in accordance with this Section 11.6. Service Provider Personnel has executed this Agreement as of the date set forth below.

The provisions contained in Sections 5, 6, 7, 8, 9, 10, 11 shall survive the termination or expiry of this Agreement.

Accepted

Signature

**SPNN Business Services Pvt.Ltd.**

Registered Office:  
Ground Floor, Flat No. 43a, Pocket-1,  
Sector 7, Dwarka, New Delhi-110075

Corporate Office:  
Unit No - 742-743, JMD Megapolis,  
Sector 43, 122018, Gurgaon, Haryana

#117A, Rudrash Sync Space, 3<sup>rd</sup> Main,  
Sector 7, HSR Layout, Bangalore,  
Karnataka - 560102, India

8384200002  
Support@divsar.com  
www.divsar.co

OL No: AM4262

Date : 05-October-2023

Dear LENA TAMIZHAN G V,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **12-October-2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 12-October-2023**

**Training Period : 12-October-2023 to 21-October-2023 - (Unpaid)**

**On the Job Training Start Date: 22-October-2023**

**On the Job Training End Date: 21-April-2024**

**Location of Training: Bangalore**

**Stipend: INR 15000 Per Month**

**Incentives : INR 10000**

**Target: 200000 INR per month.**

You will be eligible for a Pre - Placement Offer of 4 to 6.5 LPA after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **12-October-2023**.

SIGNATURE: 

(Candidate's Signature)

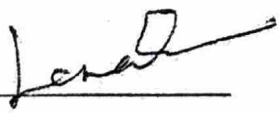
DATE: 5/10/2023

**Training Policy**

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off. (Depending on situations we might ask you to stay for sometime extra after your logout period)
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
  - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Academor. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:   
(Candidate's Signature)

DATE: 5/10/2023

**ANNEXURE**

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>• 10th standard or equivalent examination.</li><li>• 12th standard or equivalent</li><li>• Graduation</li><li>• Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications
2.	Any one original certificate (10 <sup>th</sup> /12 <sup>th</sup> or Degree Consolidated) for employment documentation.
3.	COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS
4.	PAN Card, Voter ID or Driving Licence Scanned Copy.
5.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
6.	Mandatory fully covid vaccinated report

Please bring one original document either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

# Reliance SMSL Limited

9

Ref : SMSL/65892483/13964320/131121/142

Date : 08 Mar 2024

Mr. Raman R

5/144, Pattanampatty, DINDIGUL,  
NATHAM, Tamil Nadu - 624401

## Offer cum Appointment Letter

Dear Mr. Raman R,

This is with reference to your application and subsequent test / interviews you had with us, we are pleased to offer you employment in the Executive Family as Junior Executive in the Job Role Jio Point AM Natham. Your base location would be Natham.

You will join us on or before 25 May 2024

You will receive an Annual Gross Compensation (including Basic and allowances) of INR 1,15,000 /- per annum ( INR ONE LAKH FIFTEEN THOUSAND only) .  
Details are mentioned in Annexure - I. Disbursement shall be as per the prevailing rules and guidelines.

You will also be entitled to Provident Fund and E.S.I.C. benefits as per applicable rules. Please note that salaries, allowances, facilities and other sums payable under this appointment are subject to Income Tax and other statutory deductions and you shall be liable for the same.

Your appointment and subsequent continuation of employment with the Company is strictly based on your consistent delivery on the agreed performance parameters and compliance with the values and guidelines of the organization.

Please review, acknowledge and accept the offer cum appointment letter with annexures including "Terms & Conditions of Employment" at Annexure II. These employment terms will be effective from the date of your joining the company, and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

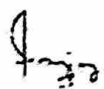
This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents and you being declared medically fit by authorized Medical Officer.

We wish you a long successful association with us.

Sincerely yours,

Reliance SMSL Limited



Authorized Signatory

Signature of the Employee:

Date: 08 Mar 2024

Page 1 of 7

Reliance SMSL Limited (formerly Strategic Manpower Solutions Limited)  
CIN: U74999MH-QC07PLC167704

Registered Office: 3rd Floor, Court House, Lalbhaiya Taki Marg, Dhok, Talas, Mumbai-400 002, India. Phone: +91 22 67573500

# Reliance SMSL Limited

## Annexure - I

Name : Mr.Raman R		
Grade : K1		
Designation : Junior Executive		
Payments	Monthly (INR)	Annual (INR)
Basic	6,500	78,000
House Rent Allowance	3,083	37,000
Conveyance Allowance	0	0
Gross Compensation	9,583	1,15,000
Provident Fund (Employer Contribution - As per Act)	780	9,360
Bonus (As per Act)	542	6,500
ESIC (Employer Contribution - As per Act)**	311	3,738

### Note :

\* All the above emoluments should be reduced to the extent of absence without leave or leave without pay.

\* It is further clarified that HRA and Conveyance shall not be reckoned for the purpose of contribution to the Provident Fund.

Signature: 

Date: 08 Mar 2024

Page 2 of 7

Reliance SMSL Limited (formerly Strategic Manpower Solutions Limited)  
CIN: U74999MH2007PLC167704

Registered Office: 3rd Floor, Court House, 12 Amartya Taxis Marg, Dhobi Talao, Mumbai-400 002, India. Phone: +91 22 67673800

# Reliance SMSL Limited

## Annexure - II

### TERMS & CONDITIONS OF EMPLOYMENT

1. The word 'establishment / office' used in offer-cum-appointment letter and / or any other communications from the Company should be construed to encompass workplace while working from home / office / facility / field, unless context means or specifies otherwise.
2. Your employment is subject to being declared and remaining medically fit by a Medical Officer or by a Doctor specified by the Establishment. The Establishment has the right to get you medically examined by any certified Medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you will lose your lien on the job and your employment will come to end on the day you are found medically unfit by the Medical Officer
3. You are assigned to work and perform duties that are assigned to you by our Company / client from time to time.
4. Your appointment is based on the basis of the particulars such as qualifications etc. given by you in the application for employment. In case any information given by you is found false or incorrect, your appointment will be liable for termination without any notice or salary in lieu of notice.
5. The address and email ID as indicated in your application for appointment shall deem to be correct for sending any future communication to you. Every communication addressed to you at the given address / email ID shall be deemed to have been served upon you. You will immediately notify change of address / email ID, if any.
6. You are required to submit the following documents, if the same have not been submitted earlier a) Certificates in support of Educational / Professional Qualifications, Experience, Date of Birth and other testimonials in original together with copies thereof; b) copies of your passport photographs with blue background; and c) Copy of Aadhar Card / Passport / Voter ID/ License or any other document as proof of your residence and photo identity.
7. In order to ensure the uniformity and maintenance of a good ambience before the Customers of the Establishment, the Establishment may at its option provide you with some standard dress code. You shall be present at all the times in a neat and tidy manner.
8. You are expected to keep your salary package strictly confidential and not to share any information regarding the salary.
9. During your tenure with the company and based on your job profile, you might be granted access to various IT assets & applications with a unique user id and password. These credentials will be unique to you and cannot be shared with anyone. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the misuse of your credentials.

Date: 08 Mar 2024

Page 3 of 7

Reliance SMSL Limited (formerly Strategic Manpower Solutions Limited)  
CIN: U74999MH2007PLC167704

Registered Office: 3rd Floor, Court House, Lalmoniya Taks Marg, Dhobi Talao, Mumbai-400 007, India. Phone: +91 22 67573400

## Reliance SMSL Limited

10. You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the Company / client as the case may be that may come in force from time to time. You shall observe discipline and rules of conduct applicable at the base location of your posting. The tenure of your employment shall be subject to requirement of the services provided by us to our client and shall also be subject to the requirement of deputation or completion of project with the client.
11. You shall be entitled to leave and other benefits as per the rules and regulations governing the base / home location where you will be working. You will be entitled to a weekly off as may be notified from time to time. The weekly off may be staggered and determined as per the roaster.
12. You will be governed by the working hours prevailing at the establishment of your working. You will be notified your actual duty timings from time to time. You shall report and be present, accordingly at the Company / client's designated location. You will be required to work in any of the shifts during the day or night. Your working hours may be staggered, and you may be required to work in spells in the morning and evening.
13. You will be required to work on any day of the year, including festival holidays, in the establishment of your posting. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.
14. Your employment is transferable to any other place / establishment / department / division / unit / branch / subsidiary / affiliate of our client / associate. You may be asked to work from office / facility / field / home. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.
15. If advised to work from home, 'Home' means current residential premises declared by you in the employment application data furnished to the company at the time of joining. Any change thereof must be promptly communicated to the company. Any temporary change of residence because of any emergency should be communicated to the reporting manager at the earliest. Work from home does not permit working from public places, restaurants, markets, shops and malls, transport stations or vehicles or private premises belonging to unconnected individuals and organizations.
16. If advised to work from home, you must ensure availability of prescribed infrastructure, space, internet connectivity and equipment required to discharge your duties as specified by the organization from time to time. The cost of the infrastructure at home shall be borne by you.
17. If advised to work from home, your inability to login for part or whole shift and / or fulfil corresponding target output for any reason whatsoever, including but not limited to outage of power / data connectivity issues or any other circumstances beyond control of either or both parties will be treated as absence for part / whole day as may be applicable.
18. The company reserves right to advise employees to proceed on leave on loss of pay or implement lay-off or retrenchment of any employees, in the unlikely event of business environment or financial sustenance of the company being adversely impacted.

## Reliance SMSL Limited

19. In normal course you shall retire from the services of the organization on attaining the age of 58 years.
20. If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
- Return to work within 8 days from the commencement of such absence
  - Give an explanation to the satisfaction of the Management regarding such absence.
21. You will initially be on probation for a period of Six months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving seven days' notice in writing by either side or payment of seven days Basic salary in lieu thereof. Unless extended in writing, you will be deemed to be confirmed on completion of initial probation period or extended probation period, as the case may be. After confirmation, your services are liable to be terminated at any time without assigning any reason by giving 30 days' notice in writing by either side or payment of 30 days basic salary in lieu thereof. You shall attend duties till you are relieved from service in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.
22. Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of in-discipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
23. You shall extend all cooperation to the Company / client's employees, customers, representatives, etc. and do all such things diligently, faithfully and to the best of your skill and ability as may be necessary to serve the Company / client and perform all the duties entrusted to you from time to time. We expect you to work with the high standard of initiative, efficiency and economy.
24. You shall engage yourself exclusively in the work assigned by the Company / client, where you are posted for the time being and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the Company / client in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company / client. You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf at the place of your posting. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.
25. You shall not seek membership of any local or public bodies without first obtaining written permission from the Management. Seeking membership of any local or public bodies would include:
- Holding any position, whether honorary or otherwise, in any legislature or local authority.
  - Being an office bearer of any political party or organization which takes part in political or other collective activities.

Date: 08 Mar 2024

Page 5 of 7

Reliance SMSL Limited (formerly Strategic Manpower Solutions Limited)  
CIN: U74999MH-2007PLC167704

Registered Office: 3rd Floor, Court House, Lal marya Tikla Marg, Dhobi Talao, Mumbai-400 002 India. Phone: +91 22 67673800

# RndOptimiz

To,

Mr. Rathanakaram sai praneeth raju,  
Nehru Institute Of Technology,  
Jawahar Gardens,  
Kalyapuram, Thirumalayampalayam,  
Coimbatore,  
Tamil Nadu 641105

Subject: Letter of Appointment

Dear Rathanakaram sai praneeth raju,

This has reference to your application and subsequent interviews you have had with RND Optimizar Pvt. Ltd We are pleased to appoint you as Member PED in its Administrative function based at Coimbatore. Your employment will be governed by the following terms and conditions:

**Monthly Remuneration**

You will be paid a monthly gross salary of Rs. 22,000 (Rupees twenty two thousand only) per month during the first 1 months and subsequently as language based variable pay basis the utterances processed/month.

**Date of Appointment, Probation Period & Working Hours**

Your date of appointment as per company records is 17/04/2024. You will be on probation for a period of six months from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after six months, this order will continue to be in operation, and the probation period will stand extended automatically till further notice.

Your working hours will be as per the current company policy. The company observes a 6 days' work week.

**Leave & Notice Period.**

You will be governed by the current Leave Policy of the company for permanent employees. While on probation, this appointment may be terminated by either side by giving seven days notice, or seven days salary in lieu of notice period.

**Confidential Information.**

You will not, at any time, without the consent of the Company disclose or divulge or make public except under legal obligation, any information regarding Company's affairs of administration or research carried out, whether the same may be confided to you or become known to you, in the course of your service or otherwise.

**General.**

The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.

Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you to the RND Optimizar Pvt. Ltd. family and trust we will have a long and mutually rewarding association.

Yours faithfully,

RND Optimizar Pvt. Ltd.



# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : SAMITHRA SREE KS  
**Email I'd** : samithrasreesathish@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to 3 Lac INR Per Annum. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to [campusindia@sutherlandglobal.com](mailto:campusindia@sutherlandglobal.com) for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition**  
**Sutherland**

This is a digitally generated soft copy hence a signature is not required.  
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6<sup>th</sup> floor, Chennai, Tamil Nadu, PIN 600063

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# RndOptimiz

To,

Mr. Siva A,  
Nehru Institute Of Technology,  
Jawahar Gardens,  
Kallyapuram, Thirumalayampalayam,  
Coimbatore,  
Tamil Nadu 641105

Subject: Letter of Appointment

Dear Siva A,

This has reference to your application and subsequent interviews you have had with RND Optimizar Pvt. Ltd We are pleased to appoint you as Member PED in its Administrative function based at Coimbatore. Your employment will be governed by the following terms and conditions:

#### **Monthly Remuneration**

You will be paid a monthly gross salary of Rs. 22,000 (Rupees twenty two thousand only) per month during the first 1 months and subsequently as language based variable pay basis the utterances processed/month.

#### **Date of Appointment, Probation Period & Working Hours**

Your date of appointment as per company records is 17/04/2024. You will be on probation for a period of six months from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after six months, this order will continue to be in operation, and the probation period will stand extended automatically till further notice.

Your working hours will be as per the current company policy. The company observes a 6 days' work week.

#### **Leave & Notice Period.**

You will be governed by the current Leave Policy of the company for permanent employees. While on probation, this appointment may be terminated by either side by giving seven days notice, or seven days salary in lieu of notice period.

#### **Confidential Information.**

You will not, at any time, without the consent of the Company disclose or divulge or make public except under legal obligation, any information regarding Company's affairs of administration or research carried out, whether the same may be confided to you or become known to you, in the course of your service or otherwise.

#### **General.**

The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.

Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you to the RND Optimizar Pvt. Ltd. family and trust we will have a long and mutually rewarding association.

Yours faithfully,

RND Optimizar Pvt. Ltd.



PSS GROUPS

12

**OFFER LETTER**

DATE: 26/02/24

To

Name: B. Sriasin. B

DEPT: B.E Aeronautical Engineering

COLLEGE NAME: Nehru Institute OF Technology

Subject: Selection as On the Job Trainee

Dear Candidate,

Congratulations....!!!

You have been selected in interview held on 26/02/24 . Herewith, we offer you to join PSS HR SUPPORT, Company as Trainee. Your joining letter & other Formalities will be completed on arrival at Chennai.

You are expected to report on or before MAY 1<sup>st</sup> WEEK at Chennai for Training. As an employee of our company, your eligible for our benefits program, which includes PF, ESI, L.W.F, Bonus and other benefits.

COMPANY NAME : FOXCONN INDIA

CTC : Rs.16000/-PM

On arrival at Chennai, you can contact our person on below given number.

Mr.Saravanan: :9150095576

Thanks,

For PSS HR SUPPORT,

*S. Saravanan*

Manager-HR Operations



PSS GROUPS

Email: saravanan@apex-academy.in| Phone: 044-48073646



PSS GROUPS

14

OFFER LETTER

DATE : 26/02/24

To

Name: SYEDUNNISHA .A

DEPT: B.E Aeronautical Engineering

COLLEGE NAME: Nehru institute of Technology

Subject: Selection as On the Job Trainee

Dear Candidate,

Congratulations....!!!

You have been selected in interview held on 26/02/24 . Herewith, we offer you to join PSS HR SUPPORT, Company as Trainee. Your joining letter & other Formalities will be completed on arrival at Chennai.

You are expected to report on or before MAY 1 st WEEK at Chennai for Training. As an employee of our company, your eligible for our benefits program, which includes PF, ESI, L.W.F, Bonus and other benefits.

COMPANY NAME : FOXCONN INDIA

CTC : Rs.16000/-PM

On arrival at Chennai, you can contact our person on below given number.

Mr.Saravanan: :9150095576

Thanks,

For PSS HR SUPPORT,

S. Saravanan

Manager-HR Operations



PSS GROUPS

Email: saravanan@apex-academy.in | Phone: 044-48073646

Date: 22 Feb 2024

Mr TAMIL SELVAN S  
S / o sekar 61  
/ e valaiyal kara thottam paramathi velur namakkal tamil nadu  
638181 638181

Employee No: TL3261369  
Dear Mr TAMIL SELVAN S

### Appointment Letter

We are pleased to offer you the role of Installation Engineer with TeamLease Services Ltd.

- 1. Offer Contract Period** - Your contract will commence from 22 Feb 2024 and expire on 22 Feb 2025, during which you will be deputed at our client premises, and will be bound by our rules and regulations. Your current location shall be Coimbatore, however, the company can transfer your services to other location basis business requirement.
- 2. Deputation** - You are deputed to Bharti Airtel Limited-Network-HDO, under this Contract. The terms of employment are exclusive with TeamLease Services Ltd, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract. You need to adhere to all the rules and regulations of the client.
- 3. Notice Period** - Either party may terminate this Work Assignment Letter by issuing 30 days' notice in writing or payment thereof. In event of Resignation, you need to inform your Reporting Manager at the client organization, as well as to the direct employer. You will be required to mandatorily serve 30 days of notice, failing which shall result in the deduction from the F&F. This can be waived off if separation is because of the work assignment coming to end.
- 4. Termination** - The client reserves the right to terminate the contract without any explanation. In case of breach of Code of Conduct, IT Security Policy, misbehavior or indiscipline, etc, TeamLease Services Ltd will have reserve rights to terminate immediately without giving notice period.
- 5. Coterminous**: Notwithstanding the Tenure of this Contract, in the event of the project work deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project work. Since your appointment is for a specific period as state above, intimation of termination renewal of your employment shall be given by the Company, by written notice of one month in advance before the expiry date.
- 6. Holidays** - You will be entitled to paid holidays in a year as notified by the client organization from time to time. You shall be governed by the holiday list of the client. The same will be shared at the time of onboarding.
- 7. Leave** - You will be entitled to paid holidays in a year as per the leave policy of the client. You can avail 30 leaves in a year out of which 15 Casual leaves are mandatory to be taken in the year & 15 are Privileged leaves which can be carried forward. Details of this policy will be shared during onboarding.
- 8. Absenteeism** - You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without the sanction of leave or prior permission or if you overstay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandoned your employment with the company and your services are liable to be terminated accordingly.
- 9. Working Hours** - You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at Teamlease within the cut-off date as mutually agreed for payroll processing.
- 10. Code of Conduct Policy** - You shall be governed by the COC Policy of the client. You shall not engage in any act subversive of discipline in the course of your duties for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such acts, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you. Please refer to the client's COC Policy for the same.
- 11. IT Security Policy** - You shall be governed by the IT Security Policy of the client. Any data or assets are the priority of the client and should not be shared with anyone outside the organization's network. You are not supposed to share any official information on your personal id. In case of any breach of the IT Security Policy of the Company Client, the organization shall reserve the right to initiate disciplinary action as is deemed fit against you.

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- Please refer to the client's IT Policy for the same.
12. **Dual Employment** - During your employment with us, you shall not be engaged, concerned, or interested directly or indirectly in any other occupation, business, or employment whatsoever (either for remuneration or on an honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of the above, the company shall be entitled to take appropriate action
  13. **Deemed cancellation of contract** - The Contract stands canceled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.
  14. You are requested to bring the following documents at the time of joining:
    - o Educational Certificates
    - o Experience Letter, Relieving letter & Latest month payslip
    - o Photo ID proof & Address Proof
    - o 5 passport size photographs
    - o PAN card
    - o UAN Card
    - o Aadhaar Card
  15. **Background Verification** - We will be doing a background verification from a third party as part of your onboarding. During your employment, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand canceled revoked with immediate effect.
  16. **Salary Structure** - Annexure A
  17. **Leave Policy** - Annexure B
  18. **Medical Insurance Coverage** - Annexure C
  19. The nature of your relationship with TeamLease will be that of contract of service from 22 Feb 2024 to 22 Feb 2025 . Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.

We at TeamLease would like to create an environment and culture committed to co-operation, quality, and responsiveness that permeates every activity. As a new entrant, we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood, and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgment copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance with terms and conditions.


TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event, you have paid any such amount to any employee, officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to TeamLease through email or through the toll-free number which is provided to you.

#### ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For **TEAMLEASE SERVICES LIMITED**

Accepted and Agreed



(Authorized Signatory)

Signature and date:  
Name: **TAMIL SELVAN S**

**Annexure A:**

Employee No: TL3261369

Name: Mr TAMIL SELVAN S

Designation: Installation Engineer

Location: Coimbatore

**Salary Compensation**

EARNINGS		Amounts
Basic		7140
House Rent Allowance		2856
Works Allowance		4890
Statutory Bonus		886
<b>Gross Earnings</b>		<b>15772</b>
DEDUCTION *		Amounts
Employee ESI		119
Employee PF		1444
Professional Tax		209
<b>Total Deduction</b>		<b>1772</b>
<b>Net Salary</b>		<b>14000</b>
Employer PF Contribution		1444
ESIC - Employer*		513
PF Service Charges		120
<b>CTC</b>		<b>17849</b>
<b>CTC in Words</b>		<b>Seventeen Thousand Eight Hundred Forty Nine Rupees</b>

\* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961

\*\* Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

\* Incentives, if applicable, will be paidout over & above this, basis the performance.

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## Annexure B

### Bharti Airtel Leave Policy for Associates:

**Objective** - The objective of this policy is to lay down guidelines for granting leaves to associate employees associated with our client Bharti Airtel Ltd.

**Scope** - The policy is applicable to all associate employees working on TeamLease Services Ltd payrolls & deputed at Bharti Airtel Limited & its subsidiary companies (Bharti Airtel Services Limited, Bharti Telemedia Limited (DTH), Bharti Hexacom Limited, Telesonic Networks Limited, and Extra Data Limited.

**Leave Period** - Leave year is the calendar year from 1 January to 31 December

- All employees are entitled to 30 days of General Leaves during a calendar year. These leaves shall include 15 days of Casual Leaves & 15 Days of Privileged Leaves. Out of these, 15 Casual leaves are mandatory for the calendar year, and if not availed, these shall get lapsed. Employees who join the Company after 1st January will be eligible for leaves on a pro-rata basis. Maximum 15 days leaves can be carried forward to next year.
- 15 days of Privileged Leaves leave shall be carried forward subject to a maximum accumulation of 30 days. The encashment of leaves shall be done at the time of separation of an associate, up to 30 days The encashment of leaves shall be done on the basis of the last drawn basic salary of the employee.
- Half-day leave from work for a duration of up to 4 hours shall be considered as a half-day leave.
- Compensatory Off – Every employee in an establishment shall be allowed a holiday with wages on Independence Day, Republic Day, and Mahatma Gandhi's Birthday. Provided that an employee required to work on any such holiday shall be paid remuneration at double the rate of his normal wages. This should be exercised only in case of business exigency. If required, he/she shall also be given a substituted holiday with his average daily wage on any other day within ninety days from the day on which he so works.
- Associates will be eligible for 6 fixed National Holidays & 4 discretionary circle holidays towards festivals, the list of which is published at the beginning of the calendar year. Discretionary Holidays shall be governed by the Circle Holiday calendar.
- Leave Without Pay - An employee can apply for Leave Without Pay if there is insufficient negative leave balance in his leave account, with approval from the Reporting Manager at the client location
- Paternal Leave – Employees will be eligible for 2 days of Parental Leaves, maximum for 2 children
- Maternity Leave – All women employees shall be entitled to 26 weeks of maternity leave for the first two children, of which not more than 8 weeks shall precede the date of her expected delivery. In the case of the third child and thereafter, a woman employee will be entitled to 22 weeks of maternity leave, of which not more than 6 weeks shall precede the date of her expected delivery.
- In case an employee intends to return later than 26 weeks (for the first two children) or 22 weeks (for 3rd child onwards), prior notification has to be given by the employee to the Reporting Manager of the employee, skip level Manager & the agency and is subject to approval. Any excess leave will be considered as either leave without pay or use of accumulated earned leave if available. In such circumstances, the employee should intimate the concerned HR Business Partner and the Reporting Manager at least 6 weeks prior to the date of return.
- While on leave, an employee cannot take any employment, part-time or otherwise. Any misuse of leave shall be treated as misconduct.
- All leaves shall be approved by the Manager & should be duly submitted in the system. Any unapproved leave shall be considered as LWP and will make the case for COC Violation

### Annexure C:

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### **Bharti Airtel Mediclaim & Insurance Policy for Associates**

**Objective** The objective of this policy is to provide coverage to associates for **Bharti Airtel** for Mediclaim, Group Personal Accident Insurance & Group Life Insurance

**Scope** The policy is applicable to all associate employees working on Teamlease payrolls & deputed at **Bharti Airtel**.

#### **Benefits –**

- Group Mediclaim Policy INR 2 lacs covering Self only (Company shall bear the cost for a base plan of 2 lakh).
- Enhancement option to cover your immediate family (spouse, 2kds ) will be provided for which there will be payroll recovery of 558/- per month and upon your confirmation of option coverage will be enhanced to sum insured of 4 Lacs covering Self ,Spouse and 2 kids
- Group Personal Accident Insurance (GPA) INR 20 Lacs - Company shall bear the cost
- Group life Insurance INR 10 Lacs - Company shall bear the cost.

The policies are subject to revision as per the company's discretion & any such update shall supersede the clauses mentioned in the appointment letter.

### **Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)**

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The link to undergo the programme and complete the evaluation is given below.

Link : <https://connect.teamlease.com/Learning>

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

**\*\*This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.\*\***

Doc ID: TL/998AFBA7B62

## Letter of Intent/Appointment Offer

Dear A. Moosha,

Date : 14 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Engineer Install HDO with TeamLease Services Limited on fixed term assignment and your date of Joining would be 15-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 294000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

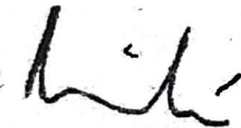
Link for IOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

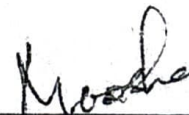
Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Rituparna Chakraborty)  
Authorized Signatory



Signature and date:

Name: A. Moosha

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# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : Sri Manjjunatheswaran  
**Email I'd** : [bymanjunath025@gmail.com](mailto:bymanjunath025@gmail.com)  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

Dear Candidate,

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



**SUTHERLAND**

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to [campusindia@sutherlandglobal.com](mailto:campusindia@sutherlandglobal.com) for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition  
Sutherland**

This is a digitally generated soft copy hence a signature is not required.  
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6<sup>th</sup> floor, Chennai, Tamil Nadu, PIN 600063



# NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai  
Accredited by NAAC with A+, Recognized by UGC with Section 2(f)  
Kaliapuram, Coimbatore - 641105.



## Placed Details (2020-2024)

Sr. No.	Name	Company	Reference Number	Salary Package
1.	Rini Antony	Academor	AM3955	4 LPA
2.	Kowsalya V	Technosoft	1260727	2,95,236
3.	Mageshwari K	Tozhil	-	8,00,000
4.	Denuja S	Omega Healthcare	1254283	2,60,748
5.	Rubiya P	V V Agro	-	2,25,000
6.	S Nihasini	PSS Group	OL NO:02/26-02-2024	1,92,000
7.	Amrutha Mohan	PSS Group	OL NO:03/26-02-2024	1,92,000
8.	Sanjay S	Bharathi Airtel: TeamLease	LR NO:02/26/08/2024	2,94,000
9.	Hari Selvam M	Bharathi Airtel: TeamLease	LR NO:04/26/08/2024	2,94,000
10.	Arunachalam G	Quess Crop Ltd.	GS10120641	1,56,000
11.	Harishpandi U	AQUASUB	AS32	1,86,000
12.	Hemanantha Kumar S	AQUASUB	AS34	1,86,000
13.	Jagatheshkumar D	AQUASUB	AS35	1,86,000
14.	Maharajan S	AQUASUB	AS36	1,86,000
15.	Mutheshkumar M	AQUASUB	AS39	1,86,000
16.	Nitheesh N	AQUASUB	AS40	1,86,000
17.	Pradeepraja P	AQUASUB	AS41	1,86,000

18.	Raju R	Kyungshin Industrial Motherson Pvt. Ltd	T3658	2,85,000
19.	P Renuga Devi	AQUASUB	AS43	1,86,000
20.	Sabari Raja K	AQUASUB	AS44	1,86,000
21.	Safin George M R	AQUASUB	AS45	1,86,000
22.	Gujjula Ajithreddy	Buzz Works	203899620 gubguju	2,56,000
23.	Jeslin J	AQUASUB	AS46	1,86,000
24.	Salison Daniel D	Theva& Co.,	-	3,10,000
25.	Sabarish S	Bharathi Airtel: TeamLease	LR No.:05/26/08/2024	2,94,000
26.	Sanjai S	AQUASUB	AS48	1,86,000
27.	Thirumalai P	AQUASUB	AS49	1,86,000
28.	Ajith Kumar S	AQUASUB	AS50	1,86,000
29.	Harisanjay S	AQUASUB	AS51	1,86,000
30.	Mukesh Kannan K	AQUASUB	AS53	1,86,000
31.	Tharani Devi K	AQUASUB	AS55	1,86,000
32.	Vishnu P	AQUASUB	AS57	1,86,000
33.	Ramanadhithan R	HYKROPS Farms Pvt. Ltd.	-	1,80,000

## APPOINTMENT LETTER

Date: 28-September-2023

Dear Rini Antony J,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Academic Counsellor**. You will be reporting to the office on **28-September-2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

**Date of Joining: 28-September-2023**

**Training Period: 28-September-2023 to 7-October-2023 - (Unpaid)**

**On the Job Training Start Date: 8-October-2023**

**On the Job Training End Date: 7-April-2024**

**Location of Training: Bangalore**

**Stipend: INR 15000 Per Month and Incentives : INR 10000**

**Target: 200000 INR per month.**

You will be eligible for a pre-placement offer of **4 to 6.5 LPA** after the completion of the **on-the-job training period**.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **28-September-2023**.

SIGNATURE:   
(Candidate's Signature)

DATE: 28/09/2023



## Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:   
(Candidate's Signature)

DATE: 23/9/23



## ANNEXURE

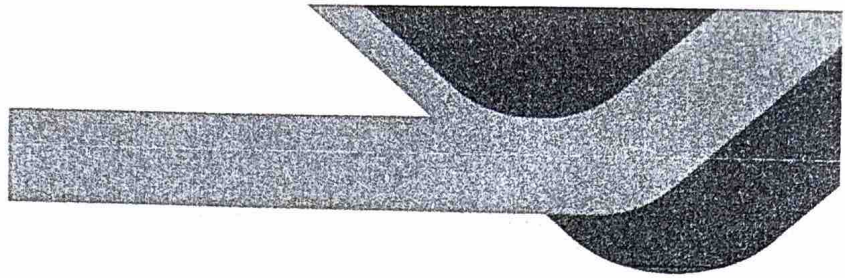
Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"> <li>• 10th standard or equivalent examination.</li> <li>• 12th standard or equivalent</li> <li>• Graduation</li> <li>• Post-graduation / Doctorate</li> </ul> Other relevant educational or skill certifications
2.	One original certificate (10th/12th or Degree Consolidated) for employment documentation
3.	COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS.
4.	PAN Card, Voter ID or Driving Licence Scanned Copy.
5.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
6.	Mandatory fully covid vaccinated report

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE:   
(Candidate's Signature)

DATE: 28/07/23





Dear Kowsalya V

Welcome to Technosoft Global Services,

We are pleased to offer you the position and role of "Associate - Customer Support" We strongly believe that your competence, coupled with the opportunities at Technosoft Global Services will be a winning team.

Your compensation is shown in detail on the next page. A detailed appointment letter will be given to you on joining. Technosoft Global Services is a growing company, and we are dedicated to provide you opportunities for career development and advancement.

Please note that this offer is contingent upon the following:

1. Your acceptance of this letter and attached Employment Agreement.
2. Your ability to travel abroad for durations as required by the company and your role.
3. Providing a relieving letter from your previous employer.
4. Providing copies of educational and professional certificates.
5. Satisfactory background and reference check
6. Proof of date of birth.
7. Five copies of your latest passport size photographs.
8. Photocopies of Aadhar & PAN card.

We would be conducting a background and reference check either directly or through a third party. Please be aware that this offer and any subsequent appointment that you receive from Technosoft Global Services will stand cancelled if we decide that the background and reference check are not up to our expectations.

Please sign and return one copy of the offer letter to the undersigned. We would appreciate you joining us on or before **04-Sep-2024**.

We look forward to a mutually rewarding and a long and fruitful association.

Sincerely,

For

Kogulan Ariyanayagam

GM - Human Resources

Read&Accepted:

Date:   
11/09/24



**Compensation**

Components	Monthly	Annual
Basic	11250	135000
HRA	5625	67500
Special Allowance	3900	46800
Advance Statutory Bonus	1125	13500
<b>A. Fixed Cash (Gross)</b>	<b>21900</b>	<b>262800</b>
Provident Fund (Employer Contribution)	1800	21600
Insurance (Employer Contribution)	262	3144
GTLI (Employer Contribution)	100	1200
Gratuity (Employer Contribution)	541	6492
<b>B. Total Benefit</b>	<b>2703</b>	<b>32436</b>
<b>C. Total (A+B)</b>	<b>24603</b>	<b>295236</b>
<b>Annual CTC</b>	<b>24603</b>	<b>295236</b>

**Stack Up**

**1. House Rent Allowance**

The eligibility is 50% of basic and one needs to submit proof of payment of rent by way of duly stamped rentreceipts for allowing tax deductions.

**2. Medical Reimbursement**

While this amount will be paid off on a monthly basis, employees will have to produce receipts for claiming taxexemption at the end of the financial year. Expenses upto Rs. 15,000/- in a financial year will be tax exempt. The medical expenses incurred should be for self and dependants only.

**3. Leave Travel Allowance**

The tax exemption is available twice in a block of four calendar years. The LTA exemption is available for actual costs incurred and is based on evidence furnished in support of claim.

**4. Special Allowance**

This is a taxable component of income however future tax saving options such as lunch reimbursement/coupons will be drawn out of this component. Tax saving options announced would entirely depend on the tax regulations from time to time announced by the IT Act.

**5. Statutory Deductions**

Provident fund, employees' contribution, will be deducted on a monthly basis. Professional tax will be deducted once in six months. Income tax will also be deducted on a monthly basis based on declarationgiven by the employees in the beginning of the financial year.

# Thozhil

## Letter of Intent

08.04.2024

To,  
Mageshwari K,  
Email: mageshnowatwork@gmail.com  
Mobile No: 6381212316

### Sub: Letter of Intent

Dear Mageshwari K,

We are pleased to offer you the post of Digital Marketing in our company. Your joining date is set for tentatively December 2024.

You will be under a training program for period of 3 months. After successful completion of training program you'll be promoted as an Intern for period of 6 months. Internship stipend for 6 months will be 10,000 INR per month.

After successful completion of internship you'll be promoted as full time employee with all salary benefits. Your annual CTC 12 LPA. Detailed compensation description will be provided during date of joining along with offer letter.

Your employment with the Company will be subject to strict adherence to the policies and procedures of the Company.

You will be on probation for six months.

This offer is subjected to background verification and medical fitness. On acceptance of the terms and conditions as per this offer letter, you will be able to terminate your employment with the Company by giving three (3) months notice to the Company and vice versa. You shall not be eligible to avail leave during the notice period.

We welcome you to join the Company and would be happy if you can sign the duplicate copy of this letter in token of your acceptance of the offer of employment with the Company. If you have any question, please clarify from the undersigned.

**STRICTLY CONFIDENTIAL**

Date: 23-Jul-2024

To:

**DENUJA SENTHILKUMAR**  
**EMP ID: 1254283 Coimbatore-**  
**I**

Dear DENUJA,

This is with reference to your offer letter dated **23-Jul-2024**. We are pleased to appoint you as **AR ASSOCIATE** in Grade **1A**, with effect from **23-Jul-2024**.

The offer is subject to the following terms and conditions.

1. Your appointment and continuance in service is subject to the Company receiving:
  - a. A satisfactory reference from the list of referees furnished by you at the time of interview / joining.
  - b. Correct particulars regarding your age, qualification, experience, etc.
2. You will be on Training cum Probation and will be confirmed on rolls upon satisfactory completion of the training and probation period, as **EXECUTIVE - AR**. The normal probation period is six months, but is liable for extension if the performance is not found satisfactory.
3. Your remuneration shall be as detailed in the annexure.
4. You shall be considered as being employed at **Coimbatore-I**, your services are transferable at short notice to any office, division of this Company, you will be sent on deputation to any subsidiary company/holding/group company/sister concern of this Company in India and or abroad. In the event of your transfer/deputation, as the case may be, the terms and conditions of the employment outlined herein shall continue to apply along with any modifications thereof as may be applicable. However, you shall be required to adhere to the rules and regulations as prevalent at the new place of posting to which you are sent on deputation.
5. Your appointment will be governed by the terms and conditions of employment presented in this letter of appointment. You will also be governed by the rules of the Company as applicable, enforced, amended or altered from time to time during the course of employment. Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by the HR manual and other policies and procedures of the Company as presently applicable and as may be amended from time to time.
6. You shall devote yourself exclusively to the business and no outside appointments are allowed without prior consent of the company in writing. In particular, you shall not in any way provide your services or accept any commission or remuneration from any other company, or individual.
7. Your service with the company can be terminated under the following conditions:
  - a. On resignation, by giving a written notice of at least **30** days during probation /**60** days after confirmation or as a special case, Basic Salary in lieu to the Company.
  - b. The right to decide whether to collect basic salary in lieu of employee not serving notice period is solely based on the discretion of management. Company also reserves the right to issue relieving letter in such cases.
  - c. In case, not completing relieving formalities with-in 7 days of last working day after resignation, the same will be treated as Voluntary Abandonment of services.
  - d. Without any notice in case of serious misconduct on your part.
  - e. Voluntarily abandonment of your services in case you abstain from work for more than 7 days without prior intimation in writing to the company.

**Omega Healthcare Management Services Private Limited**

Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.

P: +91 80 4155 7333

US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.

E: mail2omega@omegahms.com www.omegahms.com CIN#

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- f. Upon failure to complete the process training / assessment criteria to perform the given assignment.
8. The retirement age is 58.
  9. You shall maintain utmost secrecy with regard to confidential and proprietary information relating to the company. This information includes and is not limited to trade secrets, technical processes, finances, and dealings with information relating to suppliers, employees, agents, distributors and customers.
  10. You shall not either during the continuance of your employment or thereafter divulge to any person and shall use your best endeavors to prevent the unauthorized publication or disclosure of any information concerning the business.
  11. You shall not, during your employment and at all times thereafter directly or indirectly use or disclose confidential information except for the sole benefit of the Company. This restriction shall cease to apply when it may come into the public domain otherwise than through unauthorized disclosure by you or such information which you shall be obliged to disclose by law.
  12. You shall not take copies of confidential documents or information for your own purposes and forth with upon termination, you shall return to the Company all documents, records and accounts in any form (including electronic, mechanical, photographic, and optic recording) relating to matters concerning the business or dealings or affairs of the Company.
  13. You shall not during your employment and at all times thereafter do or say anything that may injure directly or indirectly damage the business of the Company
  14. You shall maintain utmost confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone, but with Manager, you report to.
  15. You should adhere to the organizational Quality and Security policies and procedures formulated and communicated from time to time.
  16. You will have to sign Non-Disclosure Agreement and Code of Business Conduct and Ethics separately during the course of employment.
  17. You will be required to execute a separate employment agreement in case you are sent abroad for any client specific training or an on-site assignment etc., during the course of your employment.
  18. You will be required to execute a separate 'Service Bond' in case you take up any certification program through company, during the course of your employment.
  19. Although your normal work will consist of the duties assigned to you from time to time, you may at any time be called upon to discharge any other duties which in the opinion of the Company are within your capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care.
  20. You shall be responsible to meet all requirements under the Indian Tax laws, including tax compliance and filing tax returns. The company may withhold from any compensation or benefits payable to you, all central, state or other taxes as may be required to be paid by you pursuant to any legislation, regulation or notification.
  21. You shall not do anything or cause to do anything, which shall bring dishonor and /or disrepute to the Company or engage in any unlawful/immoral activities. If at any time you get involved into any legal/administrative/quasi-judicial proceeding(s) you shall immediately inform the company thereof. You shall not at any time use your association with the Company to gain unfair advantage for personal purposes.
  22. **INTELLECTUAL PROPERTY** : All works developed by you during the course of your employment with the company, shall belong exclusively to the Company and you hereby assign the ownership of copyrights of such works and those of any others derivative works, to the Company. You will promptly provide to the Company a complete written disclosure for each such

work identifying the features or concepts you or the Company believe to be new or different. You grant to the Company an irrevocable, nonexclusive, worldwide, perpetual, paidup license under these works. The license scope is to make, have made, used, sell, license or transfer items of such Works and to practice and have practiced methods pertaining to such Works. You are specifically made aware that you will not be liable to any compensation for such acts of yours, and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards that invention, discovery or improvement in system or method, for you.

23. **INDEMNITY** : You shall indemnify the Company against any loss, damage, proceedings which the Company might suffer due to any wrongful acts, malafides acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your services on such account or the right of the Company to seek other remedies, which the Company may have to make good the loss/damage.
24. **RELATIONSHIP WITH DIRECTORS** : You will declare your relationship, if any, with any of the Directors of the Company in terms of section 6 of The Companies Act, 2013. In case you become related to any of the Directors of the Company, you will inform the Company within 7 days of becoming so.
25. **LEAVE** : You will be entitled for availing leave and paid holidays as per the policy of the Company as presently applicable and as may be modified from time to time. However, even if there is sufficient leave balance to your credit, you cannot remain absent from duty/office [for the reason other than due to sickness or similar urgency which is beyond your control] without prior sanction from competent authority. Further, any such unauthorized absence continuously for more than the specified number of days as per policy will be treated as "Absconding/disappearing" in which case your services are liable to be terminated, at the option of the Company.
26. **NON-SOLICITATION** : You agree to undertake that during the term of your employment with the Company and for a period of 2 years thereafter immediately following the termination of your employment with the Company, you shall not:-
  - (a) Directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or join any other employment or undertake any other activity that is of similar nature so as to give any sort of competition to the business of the Company.
  - (b) Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company, either for yourself or for any other person or entity.
  - (c) Join the services or be associated in any manner with any organization which is undertaking or seeks to undertake any activity in India, competing with the business of the Company.

You also acknowledge and agree that the above restriction are considered reasonable for the legitimate protection of the business and the goodwill of the Company, in the event that such restriction shall be found to be void, but will be valid if some part therefore was deleted or the scope, period or area of application were reduced. The above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid, binding and effective. Notwithstanding the limitation of this provision by any law for the time being in force, you undertake to, at all times, observe and be bound by the spirit of this clause. Any dispute arising out from this shall be resolved through arbitration process under the India Arbitration and Conciliation Act. Arbitration language shall be in English only and place of Arbitration and jurisdiction of courts shall be Bengaluru city only.

**Omega Healthcare Management Services Private Limited**

Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.

P: +91 80 4155 7333

US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.

E: mail2omega@omegahms.com www.omegahms.com CIN#

U85110KA2003PTC032846

27. I hereby accept and agree that my pictures, videos or voice recordings, taken during the employment for the official purposes, may be used and displayed on the Company website, TV channel, advertisements, brochures, catalogues, flyers, theatres, banners, hoardings, radios or any other medium for any events or activities organized by the Company for branding, advertisements, commercial, official or other purposes. I acknowledge that the Company will not be under the obligation to remove or delete pictures, videos or voice recordings from the social media after termination of my employment with the Company.
28. **FORCE MAJEURE:** In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement, the relative obligation of the affected party by such force majeure shall be suspended for the period during which such cause lasts. The term "force majeure" as employed herein shall mean, acts of god, war, revolt, riot, fire, flood, pandemic, endemic occurrences and acts and regulations of the Government of India/respective State Government or any of its authorized agencies. Upon the occurrence of such cause and upon its termination the party alleging that it has been rendered unable as aforesaid thereby shall notify the other party in writing within 7 (seven) day of the alleged beginning and ending thereof giving full particulars. If the work is suspended by force majeure conditions lasting for more than 15 days, the Company shall have the option of cancelling the employment in whole or in part thereof at its own discretion. For the period of force majeure, no remuneration shall be payable on account of no work being assigned or carried out by you for whatsoever reason.
29. **BACKGROUND VERIFICATION/ PAST RECORDS/ ASSURANCE AND UNDERTAKINGS:** we are offering you the employment in our Company as per the details mentioned in the appointment letter basing it on your assurance, undertaking and agreement that the education/qualification certificates, work experience certificates, previous employer's certificate, and all other certificates, information, declarations and undertakings are true and correct. However, our Company reserve its right to examine, verify and investigate [on our own or through our agent's/consultants team] the correctness, truth or veracity of the various documents submitted by you and all other information and undertakings. If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully or concealed any material information, in such cases company reserves right to take appropriate disciplinary action as deemed fit including removal from services without any notice.
30. **NOTICE :** Any notice or other communication to be served upon you as per terms and conditions of this appointment letter may be by sending letter in physical form or by way of email or other electronic modes of services and accordingly any mode of service is sufficient service of notice or any other communication upon you and no further confirmation of email or electronic communication is required.
31. **SEVERABILITY :** if any provision of this agreement shall be invalid or unenforceable by any court of competent jurisdiction, the remainder of this agreement, other than that portion determined to be invalid or unenforceable, shall be unaffected thereby and each valid provision of this agreement shall be enforced to the fullest extent permitted by law.
- 31a. **GOVERNING LAW AND JURISDICTION:** Any disputes arising from this Agreement shall be resolved through arbitration processes under the Indian Arbitration and Conciliation Act, 1996. Arbitration shall be done by a panel of three members; one each to be appointed by Omega and the Employee and the third to be appointed jointly. Decisions by the Arbitration panel shall be binding on both the parties. Arbitration language shall be in English and place of Arbitration and parties consent to the exclusive jurisdiction of courts of Bengaluru city.

**Omega Healthcare Management Services Private Limited**

Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.

P: +91 80 4155 7333

US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.

E: mail2omega@omegahms.com www.omegahms.com CIN#

U85110KA2003PTC032846

32. We take this opportunity to welcome you to the organization and look forward to having you on board as part of the team. Please acknowledge this letter by clicking on the link as a token of your acceptance to the terms and conditions mentioned.

Yours sincerely,

for Omega Healthcare Management Services Private Limited



**Lalitha M Shetty**  
Vice President - Human Resources

Annexure 1

**Annexure to Appointment Letter - Salary & Benefits**

NAME	DENUJA SETHILKUMAR	
Designation	AR ASSOCIATE	
Salary Component	Amount - Monthly	Amount - Yearly
Basic	11,250.00	1,35,000.00
HRA	5,625.00	67,500.00
Special Allowance	1,000.00	12,000.00
Advance Statutory Bonus	1,125.00	13,500.00
<b>Fixed Cash (Gross)</b>	<b>19,000.00</b>	<b>2,28,000.00</b>
PF	1,470.00	17,640.00
ESIC	618.00	7,416.00
GTLI	100.00	1,200.00
Gratuity	541.00	6,492.00
<b>Total Benefits</b>	<b>2,729.00</b>	<b>32,748.00</b>
<b>Total Fixed Cash + Benefits</b>	<b>21,729.00</b>	<b>2,60,748.00</b>
<b>Total Cost PA (CTC)</b>		<b>2,60,748.00</b>

Note: Please be informed that there can be a difference of +/- INR 12 in your CTC between your Offer and Appointment letters due to system round-offs. Amount mentioned in Appointment letter will be considered as the CTC for Payroll.

- Special Allowance (Flexible Benefit Plan) to cover Tax Saving Components. Refer Compensation Policy for Band wise eligibility.

**Benefits (A) Statutory**

- **Provident Fund** - Employer contribution at the Act
- **Gratuity** - As per the Gratuity Act.

**Benefits (B) Welfare • Insurance** ○ Medical Insurance: You will be entitled to Medical Insurance coverage for self, spouse and two children as per your grade.

- Band 1A to 3B – Upto 1,50,000 per annum
- Band 3 C- Upto 2,50,000 per annum
- Band 4 & Above- Upto 5,00,000 per annum
  
- Personal Accident Coverage: You will be entitled to personal accident coverage as per the company policy.
- **Leave Entitlement –**
  - Casual cum Sick Leave – 12 days per annum ○ Privilege Leave – 12 days per annum
  - Refer Leave Rules for eligibility to avail the same.
  
- **Transport** ○ Subsidized Transport pick-up and drop for those who work in the night shift.

Yours sincerely,

for **Omega Healthcare Management Services Private Limited**



**Lalitha M Shetty**  
Vice President - Human Resources



V V Agro

# Letter Of Appointment

Rubiya P

2/287, Mariyamman Kovil street,

Thusur,

Namakkal – 637 002

Subject : Offer of an appointment

After a comprehensive review of your application, we are pleased to appoint .

Your roles will commence on September 9, 2024. You should be work with actively . If you choose to accept this post, please reply the mail before 6pm. You will be asked to present a copy of this letter and photo ID when you report to the facility.

Welcome to VV AGRO ., in case you have any questions regarding this position, please use the contact information on the letterhead.

Regards,

Mrs. Vanitha Sivakumar S,

Managing Director.



# PSS GROUPS

## APPOINTMENT LETTER

03-05-2024

Employee Name: **S Nihashini**

Employee Code: **001199**

Employee Address: **5/21A, Kottagam ST, Killariyam**

**P.O, Koradacheri, Thiruvarur-613703**

Subject: Letter of Appointment

Dear **Nihashini**,

With reference to your acceptance of our offer letter, we are pleased to appoint you as **Trainee** at a CTC of Rs. 1.92 Lacs per annum (fixed salary component Rs. 192000/- per annum, variable component Rs. 65000/- per annum considered as an incentive and TA) Please note that the variable salary component will be performance-based, for more clarity, please read the terms & conditions mentioned in the enclosure below.

Your role will start on **08.05.2024**. Your direct reporting manager would be S Saravanan Manager. Even though we offer flexibility, we expect the candidate to complete **08** hours every day/ in a week. The shift timings for your profile are **9 AM to 5 PM**. For the initial month's period, you will be on probation. During this tenure, your conduct, behavior and skills would be analyzed. We follow a formal dress code. You can read more about it in the employee handbook.

Please sign the enclosed Employee Agreement Form as your acceptance for the position and revert with a signed copy by **05.05.2024**.

Please carry all your documents like Aadhar Card, PAN Card, Marksheets, etc. on your first joining day. Should you have any query, feel free to contact Mr. Saravanan during office hours on **+91 91500 95576**.

Yours truly,

For PSS HR SUPPORT,

*S. Saravanan*

Manager-Human Resource  
Operations



# PSS GROUPS

Email: [sarvnan@apex-academy.in](mailto:sarvnan@apex-academy.in) | Phone: 044-48073646



# PSS GROUPS

**\*T&C Annexure Attached\***

## **EMPLOYMENT TERMS AND CONDITIONS**

- Your appointment is with effect from 08.05.2024.
- You will be posted at our "Chennai" and will be reporting to "Manager- HR Operation"
- You will be on probation for a period of six (6) months from the date of your joining, where after, your services if found satisfactory, will stand confirmed. Any decision to the contrary or to extend the probation period will be communicated to you by the Human Resource Department. [your company name] reserves the right to reduce/dispense with or extend your probation period at its absolute discretion.
- You are entitled to avail 1 casual Sick leaves (CSL) per month until your services are confirmed. After successful completion of the probation period, you will be entitled to 12 days earned leave (EL), which can be carried forward, if not availed in a calendar year.
- In case you decide to resign from your services, you will be required to serve one (1) month notice of physical presence in case you are under probation period AND Two (2) months' notice period of physical presence OR 1 month notice period of physical presence with one- month gross salary in lieu of the notice period in case you are confirmed on the payrolls of the company unless otherwise mentioned in the Service agreement. However, [your company name] reserves the right to reduce/ dispense with or take any contrary decision at its absolute discretion.
- The Company reserves the right to terminate your services in case your performance is found to be unsatisfactory/poor/below average, by giving either one-month notice/or one-month gross salary in case you are under probation period and 2 months' notice period / or one- month notice with one-month gross salary in case you are confirmed on the payrolls of the company. The Company also reserves the right to terminate your services without any notice or salary in lieu thereof on the grounds of misconduct, or even in the case of reasonable suspicion of misconduct, disloyalty, the commission of any act involving moral turpitude, or any act of indiscipline or inefficiency or for loss of confidence.
- Your assignments at work may be changed at any time depending on the business exigencies.
- You may be transferred at work in any of the company's branches or client sites/ offices across India or Abroad.
- You will be employed in the service of the company only as long as you are medically fit for employment in all aspects. Management has the right to get you medically examined by any qualified medical practitioner during the tenure of your service.
- In addition to the employment terms and conditions mentioned herein, all other standard and general rules, practices and policies of the Company as existing now and which may be amended from time to time shall be applicable to you.
- You are required at all times to maintain the highest order of discipline and secrecy as regards to the work of the Company and/or its Subsidiaries or Associate Companies. All inventions, improvements, discoveries made by you either alone or with other persons, will become the sole property of the company. You will ensure that patent protections are obtained for such inventions/improvements and discoveries in India or elsewhere and assign the same to the company.
- You are required to devote your total attention and abilities exclusively for the business of the Company. You will respect, obey and conform to all the regulations framed and issued by the Company from time to time. You shall not, while in the employment of the Company, be engaged in any other employment, conduct business whatsoever or hold any office of profit or accept any other emoluments without the previous consent in writing of the Company.
- During the course of your employment and if the nature of your business requires it, the



**PSS GROUPS**

Email: [sarvnan@apex-academy.in](mailto:sarvnan@apex-academy.in) | Phone: 044-48073646



# PSS GROUPS

Company may send you for specialized training within India or overseas in order to enable you to perform more effectively. In such an event, you will be required to execute a training bond with the Company.

- You during the period of employment with the company plus 2 years after the ending of the employment shall desist from actively soliciting employment and desist from considering employment offers from any of the company's existing or potential client's partner, collaborators or any affiliates of the company, without obtaining written permission from the company.
- The emoluments/benefits due to you will be liable/subject to tax in accordance with the provisions of the Income Tax Act and Rules made there under as also other applicable laws, if any, as may be in force from time to time.
- The Company lays emphasis on all statutory compliances and you should ensure compliance with various statutes in your area of operations including Insider Trading Regulations.
- You shall retire from the services of the company on completion of 58 (fifty-eight) years of age.
- That jurisdiction of courts at Delhi shall only apply to any dispute arising out of these terms and conditions of employment.

## Acknowledgement by the Employee

I acknowledge receiving a copy of Appointment Letter and Employment Terms and conditions relating to all incidents of my employment with the company and after having read and understood and comprehended the contents and implications therein, I am satisfied and agree to abide by them.

**Employee Name: S Nihashini**

**Employee Signature:**



**For PSS HR SUPPORT,**

*S. Saravanan*

**Manager-Human Resources  
Operations**



# PSS GROUPS

Email: [sarvnan@apex-academy.in](mailto:sarvnan@apex-academy.in) | Phone: 044-48073646



## APPOINTMENT LETTER

03-05-2024

Employee Name: **Amrutha Mohan**

Employee Code: **001196**

Employee Address: **Amrutha Bhavan, Thalayar, Kuttoor, P. O,**

**Thiruvalla(689106), Pathanamthitta, Kerala**

Subject: Letter of Appointment

Dear **Amrutha Mohan,**

With reference to your acceptance of our offer letter, we are pleased to appoint you as **Trainee** at a CTC of Rs. 1.92 Lacs per annum (fixed salary component Rs. 192000/- per annum, variable component Rs. 65000/- per annum considered as an incentive and TA) Please note that the variable salary component will be performance-based, for more clarity, please read the terms & conditions mentioned in the enclosure below.

Your role will start on **08.05.2024**. Your direct reporting manager would be **S Saravanan** Manager. Even though we offer flexibility, we expect the candidate to complete **08** hours every day/ in a week. The shift timings for your profile are **9 AM to 5PM**.

For the initial month's period, you will be on probation. During this tenure, your conduct, behavior and skills would be analyzed. We follow a formal dress code. You can read more about it in the employee handbook.

Please sign the enclosed Employee Agreement Form as your acceptance for the position and revert with a signed copy by **05.05.2024**.

Please carry all your documents like Aadhar Card, PAN Card, Marksheets, etc. on your first joining day. Should you have any query, feel free to contact **Mr. Saravanan** during office hours on **+91 91500 95576**.

Yours truly,

For PSS HR SUPPORT,

*S. Saravanan*

Manager-Human Resource  
Operations



Email: [sarvnan@apex-academy.in](mailto:sarvnan@apex-academy.in) | Phone: 044-48073646



# PSS GROUPS

**\*T&C Annexure Attached\***

## **EMPLOYMENT TERMS AND CONDITIONS**

- Your appointment is with effect from 08.05.2024.
- You will be posted at our "Chennai" and will be reporting to "Manager- HR Operation"
- You will be on probation for a period of six (6) months from the date of your joining, where after, your services if found satisfactory, will stand confirmed. Any decision to the contrary or to extend the probation period will be communicated to you by the Human Resource Department. [your company name] reserves the right to reduce/dispense with or extend your probation period at its absolute discretion.
- You are entitled to avail 1 casual Sick leaves (CSL) per month until your services are confirmed. After successful completion of the probation period, you will be entitled to 12 days earned leave (EL), which can be carried forward, if not availed in a calendar year.
- In case you decide to resign from your services, you will be required to serve one (1) month notice of physical presence in case you are under probation period AND Two (2) months' notice period of physical presence OR 1 month notice period of physical presence with one- month gross salary in lieu of the notice period in case you are confirmed on the payrolls of the company unless otherwise mentioned in the Service agreement. However, [your company name] reserves the right to reduce/ dispense with or take any contrary decision at its absolute discretion.
- The Company reserves the right to terminate your services in case your performance is found to be unsatisfactory/poor/below average, by giving either one-month notice/or one-month gross salary in case you are under probation period and 2 months' notice period / or one- month notice with one-month gross salary in case you are confirmed on the payrolls of the company. The Company also reserves the right to terminate your services without any notice or salary in lieu thereof on the grounds of misconduct, or even in the case of reasonable suspicion of misconduct, disloyalty, the commission of any act involving moral turpitude, or any act of indiscipline or inefficiency or for loss of confidence.
- Your assignments at work may be changed at any time depending on the business exigencies.
- You may be transferred at work in any of the company's branches or client sites/ offices across India or Abroad.
- You will be employed in the service of the company only as long as you are medically fit for employment in all aspects. Management has the right to get you medically examined by any qualified medical practitioner during the tenure of your service.
- In addition to the employment terms and conditions mentioned herein, all other standard and general rules, practices and policies of the Company as existing now and which may be amended from time to time shall be applicable to you.
- You are required at all times to maintain the highest order of discipline and secrecy as regards to the work of the Company and/or its Subsidiaries or Associate Companies. All inventions, improvements, discoveries made by you either alone or with other persons, will become the sole property of the company. You will ensure that patent protections are obtained for such inventions/improvements and discoveries in India or elsewhere and assign the same to the company.
- You are required to devote your total attention and abilities exclusively for the business of the Company. You will respect, obey and conform to all the regulations framed and issued by the Company from time to time. You shall not, while in the employment of the Company, be engaged in any other employment, conduct business whatsoever or hold any office of profit or accept any other emoluments without the previous consent in writing of the Company.
- During the course of your employment and if the nature of your business requires it, the



## **PSS GROUPS**

Email: [sarvnan@apex-academy.in](mailto:sarvnan@apex-academy.in) | Phone: 044-48073646



# PSS GROUPS

Company may send you for specialized training within India or overseas in order to enable you to perform more effectively. In such an event, you will be required to execute a training bond with the Company.

- You during the period of employment with the company plus 2 years after the ending of the employment shall desist from actively soliciting employment and desist from considering employment offers from any of the company's existing or potential client's partner, collaborators or any affiliates of the company, without obtaining written permission from the company.
- The emoluments/benefits due to you will be liable/subject to tax in accordance with the provisions of the Income Tax Act and Rules made there under as also other applicable laws, if any, as may be in force from time to time.
- The Company lays emphasis on all statutory compliances and you should ensure compliance with various statutes in your area of operations including Insider Trading Regulations.
- You shall retire from the services of the company on completion of 58 (fifty-eight) years of age.
- That jurisdiction of courts at Delhi shall only apply to any dispute arising out of these terms and conditions of employment.

## Acknowledgement by the Employee

I acknowledge receiving a copy of Appointment Letter and Employment Terms and conditions relating to all incidents of my employment with the company and after having read and understood and comprehended the contents and implications therein, I am satisfied and agree to abide by them.

**Employee Name: Amrutha Mohan**

**Employee Signature:**

**For PSS HR SUPPORT,**

*S. Saravanan*

**Manager-Human Resources  
Operations**



# PSS GROUPS

Email: [sarvnan@apex-academy.in](mailto:sarvnan@apex-academy.in) | Phone: 044-48073646



LR No: 02/26/08/2024

## Letter of Intent/Appointment Offer

Dear Sanjay S,

Date : 26 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of **Xtreme Fiber Executive** with Team Lease Services Limited on fixed term assignment and your date of Joining would be **27-2-2024**. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR **216000/-**. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be **Coimbatore**. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

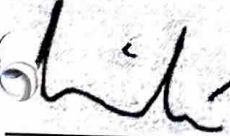
Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>


Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

**For TEAMLEASE SERVICES LIMITED**

Accepted and Agreed

  
\_\_\_\_\_  
(Rituparna Chakraborty)  
Authorized Signatory

  
\_\_\_\_\_  
Signature and date:  
Name: Sanjay S.

**TeamLease Services Limited., CIN No. U74140MH2000PTC124003**  
BMT Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore – 560095.  
Ph : (91-80) 33002345, Fax : (91-80) 33243001 [www.teamlease.com](http://www.teamlease.com)



LR No: 04/26/08/2024

## Letter of Intent/Appointment Offer

Dear Hari Selvam M,

Date : 14 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of **Engineer Install HDO** with Team Lease Services Limited on fixed term assignment and your date of joining would be **15-2-2024**. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR **294000/-**. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be **Chennai**. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents-on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name: Hari Selvam M.

TeamLease Services Limited., CIN No. U74140MH2000PTC124003  
BMT Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.  
Ph : (91-80) 33002345, Fax : (91-80) 33243001 [www.teamlease.com](http://www.teamlease.com)

To,  
Mr./Miss Arunachalam Gangatharan  
Address:

Date: JAN 30, 2024  
Offer No: GS10120641

## LETTER OF OFFER AND ENGAGEMENT- CONSULTANT

Dear Arunachalam Gangatharan

We are pleased to appoint you as Sales Consultant in our organization **Quess Corp Ltd**, deputed at **TVS Credit Services Ltd**. Your appointment as Sales Consultant is subject to your agreement and acceptance of the following term and conditions:

1. The term of your engagement shall be from JAN 30, 2024 to DEC 29, 2024 ("Term"). With effect from DOJ JAN 30, 2024 and for the duration of the Term, you will be deputed to render services as a Consultant ("Services") exclusively for our client's office/premises at any of their locations.
2. You shall devote yourself exclusively to the business and interests of Quess Corp Ltd (deputed at TVS Credit Services Ltd) and during the Term will not take up any other work (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder) in any other trade or business during the Term.
3. You will provide the Services to our client's office/premises at any of their locations, diligently and in a timely and professional manner, and using all necessary care and skill in doing so. The Company requires that the Services shall be so provided by you at a service level of high standard and in compliance with prevailing high standards of accepted business practices and ethics of our client's office/premises at any of their locations.
4. During your deputation at our client's office/premises at any of their locations, you will report to client site manager the scope of your duties and responsibilities shall be defined by the Designated Manager or such other officer, within the concerned Department of our client's office/premises at any of their locations, as the Designated Manager may nominate. Your work in our client office/premises at any of their locations shall be subject to the rules and regulations

*Quess Confidential*

Offer No : GS10120641

Page 1

This is a system generated letter

**QUESS Corp Limited**

3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India  
<http://www.uesscorp.com> | Toll Free No: 1800-572-3333



TO CHECK IF YOUR OFFER LETTER IS GENUINE.  
Open the camera on your smart phone and scan

office/premises at any of their locations shall be subject to the rules and regulations of our client's office/premises at any of their locations as down in relation to conduct, discipline, and other matters which in our client's office/premises at any of their locations discretion, would be applicable. You will strictly observe and comply with our client's office/premises at any of their locations compliance policies (as among others, but not limited to, the travel policy and the Business Conduct Guidelines) and any relevant legislation affecting or relating to the business of our client's office/premises at any of their locations.

During the Term you may be given any assignment arising out of our client's office/premises at any of their locations business that the management of our client's office/premises at any of their locations, in its subjective judgement, feels is suited to your background, qualifications, or experience. You will not refuse to carry our any assignment solely on the grounds that it has not been part of your usual duties during your deputation at our client's office/premises at any of their locations. You will not be entitled to any additional compensation for carrying our any job which, in the opinion of our client's office/premises at any of their locations management, is equivalent to the job you have been assigned earlier.

You shall, at all times, promptly give to the Designated Manager (in writing, if so requested) all such information, explanations and assistance as may be required in connection with the business of our client's office/premises at any of their locations and due performance of your duties and responsibilities.

5. You shall be required to visit office of our client's office/premises at any of their locations for the purpose of rendering the Services as per the requirements & timelines of our client's office/premises at any of their locations.
6. It is understood that your engagement is strictly as a consultant for a fixed period as specified above, and it is also understood that there is no employee – employer relationship between you and the Company or between you and our client's office/premises at any of their locations. You shall therefore raise no employee- related claims with our client's office/premises at any of their locations.
7. In consideration of the provision of the Services, the Company will pay you a fee as specified in **Annexure A**. All fees are exclusive of taxes, where applicable and is subject to tax deduction at source under applicable law. If any such reimbursable expenses are incurred by you while performing the Services, then the same shall be claimed in the form and manner prescribed by the Company, supported by adequate receipts and with a description of the specific business purpose for which they were incurred.

Quess Confidential

Offer No : GS10120641

Page 2

This is a system generated letter

**QUESS Corp Limited**

3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India  
<http://www.uesscorp.com> | Toll Free No: 1800-572-3333



**TO CHECK IF YOUR OFFER LETTER IS GENUINE.**  
Open the camera on your smart phone and scan

8. This agreement shall be terminable by either party giving **15 days** in writing or fee in lieu of notice, to the other party. Since the arrangement is for a fixed period, no separate notice of termination will be issued on the expiry of the Term. The term may be renewed as may be mutually agreed between the Parties in writing.
9. Upon the termination or expiry of the Term, you shall immediately deliver to our client's office/premises at any of their locations or its authorized representative any property or documents of our client's office/premises at any of their locations or any company within the our client's office/premises at any of their locations which may be in your possession, custody or under your control, including without limitation, the laptops, computers, minutes, memoranda, any correspondence, notes, records, reports, sketches, plans, letterheads, specifications, formulae, books, documents, market data, cost data, drawings, affects, or records or other documents and any copies or reproductions thereof in any medium whatsoever and all other Confidential Information or Intellectual Property whether or not the property was originally supplied to you by the Company or any company within the our client's office/premises at any of their locations group.

During the term of the Agreement, you shall not represent yourself as an authorized representative of our client's office/premises at any of their locations unless specifically authorized by our client's office/premises at any of their locations in writing for a specific activity or project. Upon the termination or expiry of your engagement you shall not, for whatever cause, represent yourself as being in any way connected with or interested in the business of the Company or of the our client's office/premises at any of their locations.

10. Your consent to the Company and any company within the our client's office/premises at any of their locations Group holding and possessing both electronically and manually, the data it collects in relation to you, during the Term, for the purposes of compliance with applicable procedures, laws, and regulations and for the administration and management of the business of the Company and/or any company within the our client's office/premises at any of their locations.

Quess Confidential

Offer No : GS10120641

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QUESS Corp Limited

3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India

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11. You will not be entitled to regular/ employee benefits offered to the regular employees of the Company i.e., you will not be treated as an employee of the Company.
12. At the end of the term, if we find your engagement with us is useful, you will be offered re-engagement.
13. As Confidential Information (defined below) will from time to time become known to you, the Company considers and you agree that the following restraints are necessary for the reasonable protection by the Company of its business or any business of a company within the our client's office/premises at any of their locations, the clients thereof or their respective affairs:
  - i) you shall not at any time, either during the continuance of or after the termination of this agreement, use, disclose or communicate to any person whatsoever any Confidential Information which you have or of which you may have come into your possession, in whichever capacity, during the Term or supply the names or addresses of any clients, customers or agents of the Company or any company within the our client's office/premises at any of their locations to any person or as authorized in writing by the Designated Manager, the Board or as ordered by a Court of competent jurisdiction. You shall not use Confidential Information for any purpose whatsoever other than for the purpose of providing the Services.
  - ii) The provisions of this Clause 13 shall not apply to any information which the you can prove: (a) is or becomes public knowledge other than by breach of this Clause 13; (b) is in the public domain other than through breach of this agreement; (c) is received by you from a third party who has not received any information directly or indirectly from another party under an obligation of confidence; or (d) you are required to disclose by law.
  - (iii) You agree that you will not at any time during the term of this agreement or on expiry or on termination thereof issue any statements to the press without a specific written authorization of our client's office/premises at any of their locations.
  - (iv) You acknowledge that the extent of damages the Company or any company within the our client's office/premises at any of their locations shall suffer as a result of breach of the obligation to maintain confidentiality would not be readily quantifiable or ascertainable, and that monetary damages may be

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Offer No : GS10120641

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to make good the damages suffered by the Company or any company within the our client's office/premises at any of their locations in case of such a breach and that there may not be an adequate remedy at law for such breach. Therefore, you acknowledge and specifically agree that the Company or any company within the our client's office/premises at any of their locations is entitled to seek relief by way of a temporary or permanent injunction to enforce the obligations contained in this paragraph or any other equitable relief in addition to any remedies available to the Company or any company within the our client's office/premises at any of their locations at law and/or in equity.

- (v) You shall not at any time make any notes, summaries or memoranda or take any copies of any document or information stored on any hard or portable disk or other information-storing medium relating to any matter within the scope of the business of the our client's

office/premises at any of their locations group, dealings or affairs otherwise than for the benefit of the our client's office/premises at any of their locations. All such our client's office/premises at any of their locations Information shall remain at all times the property of our client's office/premises at any of their locations and shall be returned to our client's office/premises at any of their locations on demand by our client.

- (vi) Without prejudice to the generality of Clauses 13 (i) and 13 (ii) above, any document (whether in paper, hard disk, portable disk or any other format) created by you in connection with the provision of the Services to our client's office/premises at any of their locations shall be the property of our client's office/premises at any of their locations and shall be treated as our client's office/premises at any of their locations Information under Clause 13 (v) above.

"**Confidential Information**" for the purposes of this agreement shall mean (without limitation) any trade / business secret, technical knowledge or know-how, financial information, plans, customer lists, pricing policies and procedures, marketing data, product data, any formula pattern or compilation of information used in the business of the Company or any company within the client's office/premises at any of their locations or any clients thereof or their affairs (whether written or oral) and shall also include the terms and conditions of this agreement, including the fee paid to you by the Company.



14. If at any time during the term of this Agreement (whether during working hours or at any other time) the Consultant makes or discovers or participates in the making or discovery of any Intellectual Property (as defined hereafter) directly or indirectly relating to or capable of being used or intended for use in any business carried on by the Company ( Quess Corp Ltd, deputed at TVS Credit Services Ltd) , full details of such Intellectual Property shall immediately be disclosed in writing by the Consultant to the Company and such Intellectual Property shall be the absolute property of the Company. At the request and expense of the Company, the Consultant shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the Intellectual Property to the best advantage (as decided by the Company), and shall execute all documents and do all things which may, in the opinion of the Company be necessary or desirable for obtaining patent, trade mark, copyright or other protection for the Intellectual Property and for vesting the same in the Company or any company within the client's office/premises at any of their locations as the Company may direct.

"Intellectual Property" for the purposes of this agreement shall mean all intellectual and industrial property and all rights therein including, without limiting the generality of the foregoing, all inventions (whether patentable or not, and whether or not patent protection has been applied for or granted), improvements, developments, discoveries, proprietary information, trademarks, trademark applications, trade names, websites, internet domain names, logos, slogans, know-how, trade secrets, processes, designs (whether or not registered or capable of being registered and whether or not design rights subsist in them), works in which copyright may subsist (including computer software and preparatory and design materials before).

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Page 6



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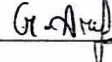
Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard term of agreement, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For QUESS Corp Limited.

  
Tej Hans Raj Singh  
Deputy CEO

I hereby agree and accept the above-mentioned term and conditions.

Name: ARUNACHALAM - G Signature:  Date: 30/01/24

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Offer No : GS10120641

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**Annexure A**

**Compensation Sheet**

Offer No: GS10120641

Name: Arunachalam Gangatharan

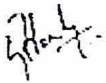
Designation: Sales Consultant

Location: Coimbatore

Particulars (INR)	Fees Monthly
Fixed Monthly Consultation Fee (A)	13000 INR

- The above compensation is valid from the date of joining till the term ends and is subject to TDS as per income tax laws. In case of extension of contract, the same terms & conditions will be applied.
- Income Tax will be deducted as per Income Tax Act 1961.
- Indirect Taxes (e.g. Service Tax) which are applicable on the consulting services will be borne by our client .

For QUESS Corp Limited.



Tej Hans Raj Singh

Deputy CEO

I hereby agree and accept the above-mentioned term and conditions.

Name: ARUNACHALAM . G Signature: G. Arunachalam Date: 30/01/24

Quess Confidential

Offer No : GS10120641

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Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS32

01.03.2023

To

Mr. Harishpandi U  
Bachelor of Agriculture Engineering  
Nehru Institute of Engineering & Technology  
Coimbatore

Dear Harishpandi U

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)

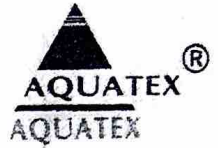


TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS34

01.03.2023

To

Mr. Hemananth Kumar S

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Hemananth Kumar S

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)



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Single Phase Domestic Pumps  
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AQUA GROUP

AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS35

01.03.2023

To

Mr. Jagatheeshkumar D

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Jagatheeshkumar D

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



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Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS36

01.03.2023

To

Mr. Maharajan S

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Maharajan S

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)



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APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

OL No: AS39

01.03.2023

To

Mr. Mutheshkumar M

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Mutheshkumar M

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



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AQUA GROUP

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APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

OL No: AS40

01.03.2023

To

Mr. Nitheesh N

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Nitheesh N

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)



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Single Phase Domestic Pumps  
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Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS41

01.03.2023

To

Mr. P Pradeep Raja  
Bachelor of Agriculture Engineering  
Nehru Institute of Engineering & Technology  
Coimbatore

Dear P Pradeep Raja

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



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APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

OL No: AS43

01.03.2023

To

Mr. P Renuga Devi  
Bachelor of Agriculture Engineering  
Nehru Institute of Engineering & Technology  
Coimbatore

Dear P Renuga Devi

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



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Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS44

01.03.2023

To

Mr. Sabari Raja K

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Sabari Raja K

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)



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Single Phase Jet Pumps



AQUASUB ENGINEERING

APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

OL No: AS45

01.03.2023

To

Mr. Safin George M R  
Bachelor of Agriculture Engineering  
Nehru Institute of Engineering & Technology  
Coimbatore

Dear Safin George M R

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

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Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



**FIXED TERM EMPLOYMENT CONTRACT**

**Name:** Gujjula Ajithreddy

**Date:** January 29, 2025

**Father Name:** Gujjula Sathyanarayana

**Address:** Plot No 208 Srinivasa Men's PG Hosptel,  
Ameerpet, Hyderabad, Telangana  
Near Yellamma thalli temple  
500038

**Letter Date Ref:** January 29, 2025

**Employee Id:** 203899620

**Employee Code:** gubguju

In pursuance of your application for employment in our organization, we have decided to appoint you as Associate .

The conditions of your appointment will be as follows:

1. Be it clearly understood that the assignment / work offered to you has arisen due to temporary increase of work which is part and parcel of our contracts with our Clients.
2. You would be liable to work at any of our client's location as per the requirement. In case you are deputed at a client location, you will be required to perform work / duties as required under the Work Order / MSA signed between **BUZZWORKS** and our client. You may also note that your services are liable to be transferred without any additional benefit or facilities, to another branch, post or place or to any office, associates or sister concern or subsidiary of any of the present or future clients of **BUZZWORKS** at any place in India, whether in existence or which may come up in future at any time at the sole discretion of the **BUZZWORKS**
3. Your period of Employment contract is from January 29, 2025 till February 28, 2025. Your salary details are provided in Annexure "A" of this document whereas Annexure "B" contains "Service Provider Personnel Nondisclosure Agreement". You are requested to carefully go through and familiarize yourself with all the details provided in these documents, before accepting the employment.
4. Your fixed-term contractual engagement will automatically come to an end after the completion of the aforementioned period. The renewal/extension if any shall be subject to mutual consent in writing and acceptance of applicable terms & conditions as may be deemed fit and proper by both the parties to this contract.

Employee Signature

**Authorized Signatory**

5. Both the parties have the right to terminate the contract by giving the other party a prior notice of 7 days or an amount equal to wages for the said notice period. In the event of the employee terminating the contract without serving the said notice period the management has the right to withhold an amount equal to the wages for the unserved period of notice from the money due to the employee, if any as part of full and final settlement. The employment agreement shall be automatically terminated by You in case of continuous or intermittent absenteeism for 3 or more days without intimation during your contract duration. In such an event, **BUZZWORKS**, shall be at liberty to seek damages or such other amount as may become payable under the employment agreement.
6. You shall not at any point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever either against us or any of our clients.
7. You may be required to work in shifts and your shift timings may vary based on business requirements. However, you will be notified of the change in shift timings through posting of schedules.
8. You may have to even work overtime as per business requirements. Overtime amount will be paid as per statutory norms.
9. You will be expected to carry out the duties assigned to you in an efficient and competent manner. If you have any problems/queries to carry out duties, you will be expected to bring them to your Supervisor.
10. You would be eligible for leaves & paid holidays in accordance with applicable statutory provisions. However, your leaves shall be governed by leave policy of **BUZZWORKS**.
11. If any declaration given or furnished by you to the **BUZZWORKS** proves to be false or if you have willfully suppressed any material information, in such a case you will liable for strict action including to removal from service without notice.
12. In day to day functioning or carrying out responsibilities, you will report and receive instructions from our Supervisor and shall be bound to follow service conditions of **BUZZWORKS**. Such supervisor shall exercise control over your working including initiation of disciplinary proceedings against you.
13. You will be entitled to all other statutory benefits wherever applicable during the contract period which would be paid by **BUZZWORKS** but not be entitled to any benefit/ privileges available to other regular associates of the establishment of **BUZZWORKS** or of our clients **BUZZWORKS**. The agency will be solely responsible for the all statutory payments and you will have no right to claim the same from the Clients of **BUZZWORKS**.
14. During the course of your contract with us, you may be transferred to any other location/project site of our client's entity to meet the urgent contract requirement. In such condition, all other terms of contract will remain unchanged including compensation and benefits.

Employee Signature :



Authorised Signatory

15. You will not, at any time without the written consent of the authorized person of **BUZZWORKS**, disclose or divulge or make public except on legal obligations, any information about the **BUZZWORKS** and its Clients business affairs or secrets which has become known in the course of discharging obligations under this contract or otherwise to any other person or institution.

16. In case of any indiscipline/disobedience/ misconduct/theft committed by you, or any other kind of activities that may lead to disruption of operations, or in case any complaint is received against you from any of our clients, **BUZZWORKS** will have a right to take a strict action against you including termination of service without any notice period or pay in lieu thereof.

17. In case of default or negligence has been proved on your part resulting in loss or cease of operation to **BUZZWORKS** or to our client, under the circumstances of **BUZZWORKS** is authorized to recover or deduct from your salary an equivalent amount (or part of it) for any such instances occurred, as permissible under statutory provisions.

18. Execution of this Letter by you shall be a full and complete acceptance by you to perform the services. Upon acceptance, you shall;

- I. Fully perform the services, in a professional manner, at work site till your employment. You will follow the standard operating procedures (SOPs) and guidelines applicable to your work at client location with utmost professionalism and in an ethical manner while respecting the timelines and instructions of your supervisor at all times;
- II. Not engage in any conduct detrimental to the interests of the **BUZZWORKS** or our clients;
- III. Not, either directly or indirectly, offer yourself for employment or gainfully engage with any client, customer or competitor or its agencies or its affiliates during the period of the present work assignment without the prior permission of **BUZZWORKS**;
- IV. Comply with the applicable Policies (such as safety, health, environment policy), Code of conduct and Rules & Regulations of **BUZZWORKS** at all times during the course of your employment contract.

19. Your appointment and continuity in employment will always be subject to you being found medically fit and clearing the background verification check as required by the **BUZZWORKS**

20. Upon lapse or termination of the employment, your employment with **BUZZWORKS** shall stand terminated forthwith.

21. Termination of this Letter shall not affect the obligations of the parties that have been incurred prior to termination and **BUZZWORKS** will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/ expiry of this Letter.

22. You agree that you are responsible for any losses towards assets and packages handed over to you as a part of the assignment and will be liable to pay the loss amount either directly or through salary deductions.

Employee Signature :



**Authorised Signatory**



23. You agree that you have been informed of the recipients of your personal data (including any sensitive personal information) as well as your access and modification rights related to your personal data held by the agency and any agents acting on its behalf. You further agree that the information about you may be transferred outside of the country in which it was collected, to countries that may have different laws protecting personally identifiable data, with an adequate level of data protection in compliance with the provisions of the applicable laws.

24. You agree to co-operate with any security measures such as random screening and searches of personal belongings.

25. In addition to the above, you are also governed by the standard employment rules/ standing orders and safety/security rules of the **BUZZWORKS** and you are required to read them in conjunction

26. You agree to defend, indemnify and hold **BUZZWORKS** harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of your failure to satisfy any of your obligations under this Letter or for misconduct, violation of any law or creation of any legal liability by you or any information pertaining to the background of unlawful act on your part which has been suppressed by you while obtaining this job.

27. In addition to the terms contained herein, your relationship with **BUZZWORKS** may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by **BUZZWORKS**. You shall at no point of time make any claim or right to claim employment, damage, loss or compensation of any nature whatsoever against any of our clients.

28. We take this opportunity to wish you the very best in your tenure with **BUZZWORKS**.

29. If the above terms & conditions are acceptable to you, please sign the duplicate copy of this contract in token of your acceptance.

I have read this letter in full & understand it fully. By signing this letter of contract, I accept all aforementioned terms & conditions of the contract of employment offered by **BUZZWORKS**

For **BUZZWORKS**

Signature

Authorized Signatory Name:

Date: 29/01/2025

Employee Signature :

  
**Authorised Signatory**



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

## APPOINTMENT LETTER

OL No: AS/46

01.03.2023

To

Ms. Jeslin J

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Ajith Kumar S

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)

GSTIN: 33AABFT4901A1ZX

No. 3051/TTN/MPEDA/Regn/E/T-1/93 dt. 16-04-93

SSI Regn No. 18/20/03634dt. 30.06.93

Factory : 5/55, Senthilampennai,

Pudukottai, Tuticorin (Dt)

Email : thevaplant@gmail.com

Regd. Office : 3/52-B, Krishnarajapuram,

Tuticorin, Tamil Nadu - 628 002.

Exporters of : "KANNI" Brand Marine Products

# THEVA & CO.,



Regd.Off : 2360346/117/952/967

Factory : 2271367, 2271368

Fax. : 0461-2362693/2361109

E.Mail : Kanni941@gmail.com

Website. : www.kanni.co.in

Bankers. : CANARA BANK

Date : 03/10/2024

To,

SALISON DANIEL D

Kannirajapuram[Po], Kadaladi [Tk],

Ramanathapuram[Dt], Tamilnadu-623135.

Sub: Appointment as Quality Controller.,

Dear SALISON DANIEL D,

We are pleased to inform you that you have been selected for the position of \*Quality Controller at THEVA & CO in our seafood processing division. Your appointment is based on your qualifications, skills, and performance during the selection process.

Terms and Conditions of Appointment :

- Position : Quality Controller
- Department : Lab Section
- Date of Joining : 05/10/2024
- Job Responsibilities :
  - Ensuring compliance with seafood quality and safety standards.
  - Conducting inspections and audits of raw materials and finished products.
  - Monitoring hygiene and sanitation practices in the processing area.
  - Maintaining necessary documentation for regulatory compliance.
  - Implementing quality control measures to minimize defects and ensure product consistency.
- Code of Conduct & Confidentiality : You are required to maintain confidentiality of company information and adhere to professional conduct.

Please sign and return a copy of this letter as confirmation of your acceptance. We look forward to your valuable contribution to our team.

Best Regards,

Joseph M

HR Manager

**\*\*Acknowledgment & Acceptance\*\***

I SALISON DANIEL D, have read and understood the terms of the appointment and accept the offer on the conditions mentioned above.

Signature : *D. Salison Daniel*

Date : 05/10/2024



## Letter of Intent/Appointment Offer

LR No: 05/26/08/2024

Dear Sabarish S,

Date : 14 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of **Engineer Install HDO** with Team Lease Services Limited on fixed term assignment and your date of Joining would be **15-2-2024**. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be **INR 294000/-**. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be **Chennai**. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

**For TEAMLEASE SERVICES LIMITED**

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date: Sabarish S.  
Name: 14/02/2024



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS48

01.03.2023

To

Mr. S Sanjai

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear S Sanjai

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS/49

01.03.2023

To

Mr. Thirumalai P

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Thirumalai P

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING

APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

01.03.2023

OL No: AS50

To

Mr. Ajith Kumar S

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Ajith Kumar S

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN

Vice President (Finance & Admin)



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING

APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

OL No: AS51

01.03.2023

To

Mr. Harisanjay S  
Bachelor of Agriculture Engineering  
Nehru Institute of Engineering & Technology  
Coimbatore

Dear Harisanjay S

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps

AQUA GROUP

AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS53

01.03.2023

To

Mr. Mukesh Kannan K  
Bachelor of Agriculture Engineering  
Nehru Institute of Engineering & Technology  
Coimbatore

Dear Mukesh Kannan K

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

APPOINTMENT LETTER

OL No: AS55

01.03.2023

To

Mr. Tharini Devi K

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Tharini Devi K

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



TEXMO

Borewell Submersibles  
Single Phase Domestic Pumps  
Single Phase Jet Pumps



AQUASUB ENGINEERING

APPOINTMENT LETTER



Agricultural Monoblocs  
Open-well Submersibles  
Pressure Boosting Systems

OL No: AS57

01.03.2023

To

Mr. Vishnu P

Bachelor of Agriculture Engineering

Nehru Institute of Engineering & Technology

Coimbatore

Dear Vishnu P

We thank you very much for attending the meeting in connection with your placement as an industrial trainee in our company.

We are pleased to offer industrial training as per the scheme framed by us. The training will start on 11.03.2023 and will be completed on 31.07.2023. During the training period, you will be given a monthly stipend of Rs. 15,500/- it is for the full attendance of the month.

On successful completion of the training, you will be offered Apprenticeship under Apprenticeship Act 1961 for a period of one year which will be followed by advanced training for one more year.

Thanking you,

Yours faithfully,

For AQUASUB ENGINEERING

T. NARENDRAN  
Vice President (Finance & Admin)



## HYKROPS FARM PRIVATE LIMITED

CIN : U01131TZ2024PTC030480

D NO:4, K.N.K ROAD BACKSIDE,  
KARUNGALAPALAYAM,  
ERODE, TAMIL NADU - 638003.

+91 9751664966  
mail@krops.in

### OFFER LETTER

Dear Ramanadhithan R,

We are thrilled to extend a job offer for the position of Agri-Research Associate at Hykrops Farm Private Limited, Erode, Tamil Nadu, India - 638003. Your experience and skills align seamlessly with our requirements, and we are excited about the contributions you will make to our team.

Here are the key details of your job offer:

- Duration: 1 Month Probation, 5 Months - Stipend
- Joining Date: 10/03/2025
- Stipend: 10,000 INR/ Month (After Probation)
- Work Schedule: 6 days in a week (Either Saturday/Sunday as weekend)
- Working Hours: 9:30 AM - 4:30 PM ( incl. Lunch and Breaks)
- Perks: Monthly Food Allowances up to 3000 INR will be provided for people ready to relocate.
- Working and Managing in Real-Time Hydroponic Projects Connect and Network with Customers and Vendors
- Letter Of Recommendation Performance based Full Time Hiring

The company may offer complimentary accommodation for exceptional performers in the probation period.

#### Roles & Responsibilities:

- Assist in research and development of hydroponic farming techniques.
- Conduct experiments and collect data on plant growth and health.
- Help in the deployment and maintenance of hydroponic systems.
- Analyze and report findings to improve farm productivity.
- Collaborate with the team to implement innovative agricultural solutions.

Full-time offer will be given only after the successful completion of the Internship period.

I, Ramanadhithan R accept the above terms and conditions and shall abide them

Date: 10-03-2025

Signature: R. Ramanadhithan

R. A. Dhanush

Dhanush R A  
CEO & Founder

HYKROPS FARM PRIVATE LIMITED



# NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)



## CRITERIA 5.2.1

### Average percentage of placement during 2023-2024

#### SUMMARY OF PLACEMENT OF OUTGOING STUDENTS

#### FOR THE ACADEMIC YEAR 2023-2024

#### INDEX

Academic year	Program	Total number of students placed
2023-2024	B.E.Civil Engineering	15



## NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai

Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)



### 5.2.1 Number of placement of outgoing students during the year 2023-2024

Name of students placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
Abhishek CS	BE-CIVIL	Roopam Associates	2.150PLA
Abin BS	BE-CIVIL	Dscape Civil Engg Consultants	1.00LPA
Maguluri Venkata Krishna	BE-CIVIL	Lambodara Technologies	1.80LPA
Gokula Praveen S	BE-CIVIL	Sri Vishakha Fields	1.2LPA
Peddaiah Garu Sharan Sai	BE-CIVIL	Novatr	2.56LPA
Revu Durga Prasad	BE-CIVIL	Sri Vishakha Fields	1.20LPA
Sabarinathan B	BE-CIVIL	Ramesh Iron & Steels Company India Pvt Ltd	2.0LPA
Suresh Kumar S	BE-CIVIL	Gsk Construction & Builders	3.0LPA
Susindar R	BE-CIVIL	Gsk Construction & Builders	3.0LPA
Thirumoorthy M	BE-CIVIL	Ramesh Iron & Steels Company India Pvt Ltd	2.0LPA
Veeravignesh V	BE-CIVIL	Gsk Construction & Builders	3.0LPA
Athul Sabu	BE-CIVIL	Nirman Constructions	1.2LPA
Karan K	BE-CIVIL	V.Sathyamoorthy & Co	1.2LPA
Sriharish S	BE-CIVIL	Timbertruss Design Private Ltd	1.6LPA
Thurithan kanth M	BE-CIVIL	Sri Vishakha Fields	1.2LPA



## ROOPAM ASSOCIATES

Kuzhalmannam Rd,  
Koduvayur P.O , Palakkad  
Palakkad 678501

smitha KUNJIRAMAN  
+91 9847852679

FEB 01 2024

TO,

ABHISHEK C S

Chilambath House  
Mallaroad kalam ,Koduvayur - 678501

Dear Abhishek,

We are delighted to extend an offer for the position of Civil Engineering Intern at ROOPAM ASSOCIATES . After careful consideration of your application, we are confident in your abilities and believe that your skills will contribute significantly to our team.

### Terms of Internship:

Start Date: FEB 05 2024

End Date: APRIL 30 2024

Compensation: Rs18000/- per Month

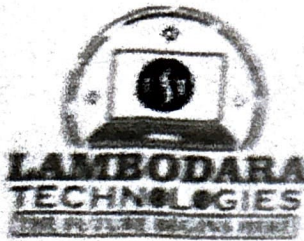
Please find attached detailed information regarding your internship, including responsibilities, reporting structure, and additional onboarding instructions.

Welcome to the ROOPAM ASSOCIATES family! We look forward to working together and witnessing your growth during this internship.

Sincerely,

KUNJIRAMAN  
ROOPAM ASSOCIATES

*Smitha Kunjiraman*  
SMITHA KUNJIRAMAN, G  
Licensed Building Supervisor-B  
Reg.No: E-2050/08/930/KKD/362/2017/58  
Thollakattuthara(H), Koduvayur P.O,  
Palakkad, Mob: 9847852679



# LAMBODARA TECHNOLOGIES

THE FUTURE BEGINS HERE

LEADERS IN GEOSPATIAL TECHNOLOGIES

9849376034

Name: MAGULURI VENKATA KRISHNA.

Email Id: venkatakrishtna5683@gmail.com

We are pleased to offer you the position of AUTOCAD Trainee with our reputed company on the following Terms and Conditions:

- 1. Commencement of Employment**  
Your Employment will be effective, as of (08.01.2024)
- 2. Job Title**  
Your Job title will be AUTOCAD Trainee, and you will be report to Design Manager.
- 3. Salary**  
Your Petrol Allowance will Set out at Rs.15000/- per Month. This will be effective for the probation period of 6 months. Post this period your salary will be fixed and added to the Company Rolls.
- 4. Hours of work**  
The normal Working days are Monday to Friday. The Normal Working Hours are from 9AM.

Thanking you and assuring you of our best attentions at all times to come.

Regards,  
LAMBODARA TECHNOLOGIES.



9849376034

venkatakrishtna5683@gmail.com

2102, 1st Floor, UKA Residence, Behind SR Nagar Metro station, Opp Sindhul Parcel Service.



**SRI VISHAKHA FIELDS**  
HARVEST YOUR DREAMS

Dear Gokula Praveen.S,

21-02-2024

We are pleased to offer you the position of Site Supervisor for Civil Engineering at Sri Vishakha Fields.

We believe that your skills, experience, and dedication make you an excellent fit for this role.

Your responsibilities will include overseeing all aspects of civil engineering projects at various construction sites, ensuring compliance with safety regulations, coordinating with project managers and subcontractors, and maintaining quality standards throughout the construction process.

Your appointment is effective from 21-02-2024. Your initial salary will be 10,000 INR Per Month, and you will be eligible for performance-based bonuses and other benefits as outlined in our company policies.

Please review this appointment letter carefully, and if you accept the terms of employment, please sign and return a copy to us by 24-02-2024. If you have any questions or require further clarification, feel free to contact +91 90948 40755.

We're excited about the prospect of you joining our team and look forward to working together to achieve our goals.

Sincerely,  
Ar.Gokul SP., M.Arch(RED), IGBC AP.  
Principal Architect

**SRI VISHAKHA FIELDS(P) Ltd.** CIN:U70109TZ2020PTC033813

9994040196 info@srivishakhafields.com | www.srivishakhafields.com

6/125 POO THOTTAM, PONNEGOUNDENPUDUR(PO), S S KULAM (VIA), COIMBATORE - 641 107

**NOVATR**

Name: Sharan Sai  
Email Id: sharan8355@gmail.com  
Course: BIM Professional Course for Civil Engineers  
Batch ID: BIM\_C\_004  
Starting Date: 13 January 2024

This is to certify that the above learner is enrolled as a full-time student of Novatr, pursuing BIM and Revit course for Architects.

The student has been enrolled since January 2024 and is expected to complete their course by December 2024.

Regards,  
Chaitanya Murali  
Director, Novatr (Previously Oneistox)





**SRI VISHAKHA FIELDS**  
HARVEST YOUR DREAMS

21-02-2024

Dear Revu Durga Prasad,

We are pleased to offer you the position of Site Supervisor for Civil Engineering at Sri Vishakha Fields.

We believe that your skills, experience, and dedication make you an excellent fit for this role.

Your responsibilities will include overseeing all aspects of civil engineering projects at various construction sites, ensuring compliance with safety regulations, coordinating with project managers and subcontractors, and maintaining quality standards throughout the construction process.

Your appointment is effective from 21-02-2024, Your initial salary will be 10,000 INR Per Month, and you will be eligible for performance-based bonuses and other benefits as outlined in our company policies.

Please review this appointment letter carefully, and if you accept the terms of employment, please sign and return a copy to us by 24-02-2024. If you have any questions or require further clarification, feel free to contact +91 90948 40755.

We're excited about the prospect of you joining our team, and look forward to working together to achieve our goals.

Sincerely,

Ar. Gokul SP., M. Arch (RED), IGBC AP.

Principal Architect

**SRI VISHAKHA FIELDS(P) Ltd.** CIN:U70109T22020PTC033813

9994040196 info@srivishakhafields.com | www.srivishakhafields.com

6/125 POO THOTTAM, PONNEGOUNDENPUDUR(PO), S S KULAM (VIA), COIMBATORE - 641 107

**JAMES IRON AND STEELS COMPANY INDIA PVT LTD, COIMBATORE**

**OFFER LETTER**

NAME OF THE CANDIDATE: Sathya Narayan B

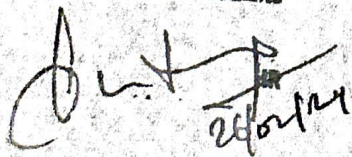
DATE OF BIRTH: 01-04-2003

PHONE NO: 6394016953

THIS IS TO OFFER THAT YOU HAVE BEEN SELECTED FOR THE POSITION OF Transport Supervisor  
WITH A MONTHLY CTC OF RS. 16,000.

YOU ARE REQUESTED TO JOIN BY MARCH 5<sup>th</sup>.

**ARISCO**  
FOR JAMES IRON & STEEL COMPANY INDIA PRIVATE LIMITED



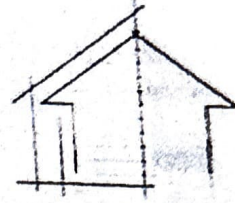
FOR THE

PHONE NO: 6369141699

COIMBATORE

2004

# Job offer Letter



**GSK**  
Construction . Builders  
& Real Estate

**GSK CONSTRUCTION & BUILDERS**

20/02/2024 upto 15/05/2024

Subject: Employment Offer | GSK CONSTRUCTION & BUILDERS

Dear Suresh Kumar S,

We at GSK CONSTRUCTION & BUILDERS are pleased to offer you the position of Site engineer in our Construction Department.

Your starting date will be 20/02/2024 . The starting salary is 300000/- Per Annum Paid on a [biweekly/monthly] basis by direct deposit. This offer of employment is contingent on you passing a pre-employment background check and signing standard confidentiality agreements.

If you choose to accept this job offer, please sign and return this letter at your earliest convenience by 20/02/2024 . Once your acceptance has been received, we will send you information about onboarding and other asset details.

Congratulations! We look forward to working with you. Please let me know if you have any questions or concerns.

Sincerely,

  
Gyan Sekar J  
Founder & CEO  
TIRUPPI

**GSK CONSTRUCTION & BUILDERS**

## Contact Address

1/K , 15, Velampalayam,  
Anuparpalayam puthur Road'  
Near Barath Petrol Bunk'  
Tirupur - 641 652.

[jdgskconstruction@gmail.com](mailto:jdgskconstruction@gmail.com)

# Job offer Letter



**GSK**  
Construction , Builders  
& Real Estate

**GSK CONSTRUCTION & BUILDERS**

20/02/2024 upto 15/05/2024

Subject: Employment Offer | GSK CONSTRUCTION & BUILDERS

Dear Susindar R,

We at GSK CONSTRUCTION & BUILDERS are pleased to offer you the position of Site engineer in our Construction Department.

Your starting date will be 20/02/2024 . The starting salary is 300000/- Per Annum Paid on a [biweekly/monthly] basis by direct deposit. This offer of employment is contingent on you passing a pre-employment background check and signing standard confidentiality agreements.

If you choose to accept this job offer, please sign and return this letter at your earliest convenience by 20/02/2024 . Once your acceptance has been received, we will send you information about onboarding and other asset details.

Congratulations! We look forward to working with you. Please let me know if you have any questions or concerns.

Sincerely,

  
Gyan Sekar J  
Founder & CEO  
TIRUPUR

**GSK CONSTRUCTION & BUILDERS**

## Contact Address

1/K , 15, Velampalayam,  
Anuparpalayam puthur Road'  
Near Barath Petrol Bunk'  
Tirupur - 641 652.

[jdgskconstruction@gmail.com](mailto:jdgskconstruction@gmail.com)

RAMESH IRON AND STEELS COMPANY INDIA PVT LTD, COIMBATORE

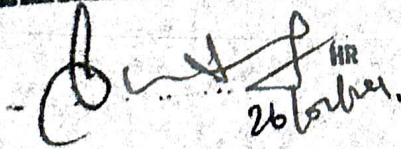
OFFER LETTER

NAME OF THE CANDIDATE: III. S. MOORE III. M  
DATE OF BIRTH: 03-03-2003  
PHONE NO: 9944609033

THIS IS TO OFFER THAT YOU HAVE BEEN SELECTED FOR THE POSITION OF Transport Supervisor  
WITH A MONTHLY CTC OF RS. 16,000.

YOU ARE REQUESTED TO JOIN BY MARCH 15<sup>TH</sup>

 RISCO  
FOR RAMESH IRON & STEEL COMPANY INDIA PRIVATE LIMITED

  
HR  
26/03/2024

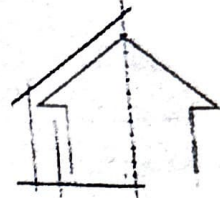
POORNA R

PHONE NO: 6369141699

MANAGER - HR

RISCO, CBE

# Job offer Letter



**GSK**  
Construction Builders  
& Real Estate

GSK CONSTRUCTION & BUILDERS

20/02/2024 upto 15/05/2024

Subject: Employment Offer | GSK CONSTRUCTION & BUILDERS

Dear Veeravignesh V,

We at GSK CONSTRUCTION & BUILDERS are pleased to offer you the position of Site engineer in our Construction Department.

Your starting date will be 20/02/2024 . The starting salary is 300000/- Per Annum Paid on a [biweekly/monthly] basis by direct deposit. This offer of employment is contingent on you passing a pre-employment background check and signing standard confidentiality agreements.

If you choose to accept this job offer, please sign and return this letter at your earliest convenience by 20/02/2024 . Once your acceptance has been received, we will send you information about onboarding and other asset details.

Congratulations! We look forward to working with you. Please let me know if you have any questions or concerns.

Sincerely

  
Gyan Sekar J.  
Founder & CEO  
TIRUPUR

GSK CONSTRUCTION & BUILDERS

## Contact Address

1/K , 15, Velampalayam,  
Anuparpalayam puthur Road'  
Near Barath Petrol Bunk'  
Tirupur - 641 652.

[jdgskconstruction@gmail.com](mailto:jdgskconstruction@gmail.com)



Nirman Constructions  
Nirman Tower, Calicut road, Patterkulam  
Narukara P.O, Manjeri, Malappuram, Kerala -676122  
Email: info@teamnirman.com, nirmankerala@yahoo.com  
Web: www.teamnirman.com  
Tel: 0483 2766901

A.M. Mohammed Ali  
+91 9846555555

20-01-2024

To

Mr. Athul Sabu  
Thulappallil House,  
Koomankulam post, Manjeri-676123

**SUB: APPOINTMENT LETTER**

This is with reference to your application for the post and the subsequent discussions had with, we are pleased to appoint you as Trainee Engineer to our company.

You have been assigned with a monthly salary of 10,000/- month . In addition to this you have been offered food expense daily as per the company's norms.

1. Your probationary period will be in the company is 6 months.
2. Your salary will be credited on first day of every month to your bank account.
3. You should join to our head office within 22-01-2024 days from the date of appointment letter . You may however be required to work at any place of business which the Company has, or may later acquire.
4. If the employee desires to leave the company, one month notice period will be applicable.

We congratulate you on your appointment and wish you a long career with us. We are keen to work with you as a team and put the best of your efforts to bring success to Nirman Constructions.

Yours faithfully,

A.M. Mohammed Ali

# V. Sathyamoorthy & Co.,

Reg. Off : 41, Pottai Road, Erode - 636 001.  
Phone : 04264-225252, 044-26490644  
Mobile : +91 98943 33371, +91 94460 70236  
E-mail : v.sathyamoorthy@gmail.com

W. V. S. P. S. Road

## OFFER LETTER

Karan  
No. 2/422  
Thanasvamsangalam (Po),  
Micheer (Tk),  
Machurasi (DT)  
Tamilnadu - 625109

Dear Karan,

Congratulations, we are pleased to confirm that you have been selected to work for DSCAPE CIVIL ENGINEERING CONSULTANTS as INTERN. We are delighted to make you the following job offer.

The position we are offering you is that of SITE ENGINEER at a salary of Rs.10000 monthly. Your working hours will be as per shift policy of this company and u may have to work on all weekdays.

We would like you to start work on at 12-02-2024. Please report to office on time for documentation and orientation. If this date is not acceptable, please contact me immediately.

We are confident you will be able to make a significant contribution to the success of our company and look forward to working with you.

Date: 08.02.2024

Place: Erode

Er. Sankaralingam  
Sathyamoorthy & Co  
Email: Sankarlingam826@gmail.com  
Mobile: 8098868822

Date: 08.02.2024

For Dscape Civil Engineering Consultants

SANGARALINGAM  
Managing Director

Date - 29<sup>th</sup> January 2024

**Re: Letter of Offer of Employment**

Dear Sri Harish,

It was a lovely meeting with you in July and we are excited to offer you a role with our business commencing on 01<sup>st</sup> February 2024. You shall be employed as a "Intern- Estimator", which involves transferring building plan information into an Engineering Package, which automatically converts the design specifications for the building into componentry for manufacture through our operation in Australia.

**You shall be paid 13,000 INR per month.**

At 6 months or End of Internship, you shall be given an Employment Performance Review to give you feedback. If Your performance meets Organizations expectation will hire you in a permanent role.

We are certainly sure that if you demonstrate the same enthusiasm and energy that you showed us when we met that you shall do extremely well!

Please confirm your acceptance of this offer by signing and returning a copy of this offer letter.

We look forward to welcoming you on board.

Srihari shall be your HR Manager and he shall be able to answer any further questions for you. His email address is [sriharim@timbertruss.com.au](mailto:sriharim@timbertruss.com.au).

Yours sincerely,



Raj Vignesh Moorthy  
Managing Director

Signed and Accepted

**Timbertruss Design Private Limited**

Registered Office Address: 104/1, Pacom Square (4th Floor),  
Bharathi Nagar, Ganapathy, Coimbatore - 641 006.

Mob : +91 99440 16879 | website: [www.timbertruss.com.au](http://www.timbertruss.com.au) | GSTIN : 33AAHCT9657Q1ZD



**SRI VISHAKHA FIELDS**  
HARVEST YOUR DREAMS

21-02-2024

Dear Thurithankanth M,

We are pleased to offer you the position of Site Supervisor for Civil Engineering at Sri Vishakha Fields. We believe that your skills, experience, and dedication make you an excellent fit for this role.

Your responsibilities will include overseeing all aspects of civil engineering projects at various construction sites, ensuring compliance with safety regulations, coordinating with project managers and subcontractors, and maintaining quality standards throughout the construction process.

Your appointment is effective from 21-02-2024, Your initial salary will be 10,000 INR Per Month, and you will be eligible for performance-based bonuses and other benefits as outlined in our company policies.

Please review this appointment letter carefully, and if you accept the terms of employment, please sign and return a copy to us by 24-02-2024. If you have any questions or require further clarification, feel free to contact +91 90948 40755.

We're excited about the prospect of you joining our team. and look forward to working together to achieve our goals.

Sincerely,

**Ar. Gokul SP., M.Arch(RED), IGBC AP.**  
**Principal Architect**

**SRI VISHAKHA FIELDS(P) Ltd.** CIN:U70109TZ2020PTC033813

9994040196 | Info@srivishakhafields.com | www.srivishakhafields.com

1125 POO THOTTAM, PONNEGOUNDENPUDUR(PO), S S KULAM (VIA), COIMBATORE - 641 107



# NEHRU INSTITUTE OF TECHNOLOGY

AUTONOMOUS

• Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai  
• Recognized by UGC under 2(f) status • Accredited by NAAC with "A+" Grade • NBA Accredited - Aero & CSE  
Jawahar Gardens, Kaliapuram, Thirumalayampalayam, Coimbatore - 641 105.



2023-2024

## *Department of Computer Science and Engineering*

Academic Year	Total number of students appeared	Total number of students placed	Percentage
2023-2024	57	47	82



# NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)



## CRITERIA 5.2.1

### Average percentage of placement during 2023-2024

#### SUMMARY OF PLACEMENT OF OUTGOING STUDENTS

#### FOR THE ACADEMIC YEAR 2023-2024

#### INDEX

Academic year	Program	Total number of students placed
2023-2024	B.E. Computer Science Engineering	47



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### 5.2.1 Number of placement of outgoing students during the year 2023-2024

Name of students placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
Aayesha Asra M	BE-CSE	[24.7]	6.5 LPA
Nikhil J	BE-CSE	R&D	2.7 LPA
Srinivasulu T	BE-CSE	R&D	2.7 LPA
Vishnuprakash J	BE-CSE	R&D	2.7 LPA
Abinesh S (01-09-2002)	BE-CSE	AIRTEL	2.4 LPA
Ananthakumar .V	BE-CSE	AIRTEL	2.4 LPA
Athul Krishna A B	BE-CSE	AIRTEL	2.4 LPA
Hariharan M	BE-CSE	AIRTEL	2.4 LPA
Jenilkumar S	BE-CSE	AIRTEL	2.4 LPA
Kesaav Na	BE-CSE	AIRTEL	2.4 LPA
Manikandan R	BE-CSE	AIRTEL	2.4 LPA
Michael Gnana Sundar S	BE-CSE	AIRTEL	2.4 LPA
Mohan P	BE-CSE	AIRTEL	2.4 LPA
Mohan Vaj M	BE-CSE	AIRTEL	2.4 LPA
Ragul T	BE-CSE	AIRTEL	2.4 LPA
Senith S	BE-CSE	AIRTEL	2.4 LPA
Suriya P	BE-CSE	AIRTEL	2.4 LPA
Vilvanathan M	BE-CSE	AIRTEL	2.4 LPA
Ryan Antony Barretto	BE-CSE	SUTHERLAND	3 LPA
Ankit Kanojiya P	BE-CSE	SUTHERLAND	3 LPA
Abhishek V	BE-CSE	SUTHERLAND	3 LPA
Balaji R S	BE-CSE	SUTHERLAND	3 LPA
Kalahasthi Prudhvi	BE-CSE	SUTHERLAND	3 LPA
Balaji L	BE-CSE	SUTHERLAND	3 LPA
Jayanth G	BE-CSE	SUTHERLAND	3 LPA
Baskaran V	BE-CSE	SUTHERLAND	3 LPA
Anirudh.M.Pisharody	BE-CSE	SUTHERLAND	3 LPA
Ajay S (11-11-2002)	BE-CSE	SUTHERLAND	3 LPA
Abilash R	BE-CSE	SUTHERLAND	3 LPA
Varalakshmi Gali	BE-CSE	PSS Group	1.9 LPA

Alisha Shaik	BE-CSE	PSS Group	1.9 LPA
Mamtha Paviyadharshini G	BE-CSE	HRH NEXT	1.8 LPA
Mohamed Sameer S	BE-CSE	HRH NEXT	1.8 LPA
Mohammed Harris. H	BE-CSE	HRH NEXT	1.8 LPA
Moulin K	BE-CSE	HRH NEXT	1.8 LPA
Padala Uma Bharathi	BE-CSE	HRH NEXT	1.8 LPA
Vignesh R	BE-CSE	HRH NEXT	1.8 LPA
Selva Kumar S	BE-CSE	HRH NEXT	1.8 LPA
Kriubakaran S	BE-CSE	HRH NEXT	1.8 LPA
Nallagondla Raju	BE-CSE	HRH NEXT	1.8 LPA
Sanjay Nathan .R	BE-CSE	HRH NEXT	1.8 LPA
Swathi P	BE-CSE	HRH NEXT	1.8 LPA
Vijay Kumar C	BE-CSE	HRH NEXT	1.8 LPA
Shrihar K	BE-CSE	HRH NEXT	1.8 LPA
Arun J	BE-CSE	R&D	2.7 LPA
Muvin Kumar V	BE-CSE	R&D	2.7 LPA
Vignesh D S	BE-CSE	R&D	2.7 LPA

## Letter of Intent

Mr./Ms./Mrs. \_\_\_\_\_ Aayesha Aara \_\_\_\_\_

**This List of documents to be submitted is given below:**

### **1. Education certificates**

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

**Note:** All mark sheets should be supported with provisional or final certificate.

### **2. Experience certificate**

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

**Note:** If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

**Note:** Last 3 months pay slip is mandatory for all the experienced candidates.

### **3. ID Proof, Age Proof & Address Proof**

**Note:** Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

Date: 28/03/2024

**PROVISIONAL OFFER LETTER**

Dear Nikhil.J

We are pleased to offer you the provisional offer letter at our company subject to the successful completion of the following criteria.

1. Verification of this offer letter with our records
2. Verification of educational qualification.
3. Background verification(as required)
4. Final Evaluation for Role determination

We request you to walk-in to our office any day with this offer letter and you will be placed in any of the below roles.

Level	Role	Annual CTC
1	Trainee	1,54,368
2	Entry Level	2,15,916
3	Patient Caller	2,74,548

Please note this provisional offer will not guarantee employment at RND Soft if the required criteria are not successfully met. This provisional offer letter is valid for a period of 6 months.

We look forward to working with you and wish you a successful and fulfilling career with RND Softech.

  
AGM- HR & Admin,  
RND Softech Private Ltd,  
<https://www.rndsoftech.com>  
Recruitment Team: 73730 55154/ 85264 44408

**RND SOFTECH PRIVATE LIMITED**

S.F.No : 274/4, Anna Private Industrial Estate, Vilankurichi Road, Coimbatore - 641 035, India.  
Tel : +91 85264 44408, 85264 44409, CIN : U72200TZ1998PTC008407, GSTIN : 33AABCR4136Q1Z5, IECN : 3899000099  
Email : [info@rndsoftech.com](mailto:info@rndsoftech.com), Visit us at : [www.rndsoftech.com](http://www.rndsoftech.com)

Date: 28/03/2024

**PROVISIONAL OFFER LETTER**

Dear Srinivasulu T

We are pleased to offer you the provisional offer letter at our company subject to the successful completion of the following criteria.


1. Verification of this offer letter with our records
2. Verification of educational qualification.
3. Background verification(as required)
4. Final Evaluation for Role determination

We request you to walk-in to our office any day with this offer letter and you will be placed in any of the below roles.

Level	Role	Annual CTC
1	Trainee	1,54,368
2	Entry Level	2,15,916
3	Patient Caller	2,74,548

Please note this provisional offer will not guarantee employment at RND Soft if the required criteria are not successfully met. This provisional offer letter is valid for a period of 6 months.

We look forward to working with you and wish you a successful and fulfilling career with RND Softech.

  
AGM- HR & Admin,  
RND Softech Private Ltd,  
<https://www.rndsoftech.com>  
Recruitment Team: 73730 55154/ 85264 44408

**RND SOFTECH PRIVATE LIMITED**

S.F.No : 274/4, Anna Private Industrial Estate, Vilankurichi Road, Coimbatore - 641 035, India.  
Tel : +91 85264 44408, 85264 44409, CIN : U72200T21998PTC008407, GSTIN : 33AABCR4136Q1Z5, IECN : 3899000099  
Email : [info@rndsoftech.com](mailto:info@rndsoftech.com), Visit us at : [www.rndsoftech.com](http://www.rndsoftech.com)

Date: 28/03/2024

**PROVISIONAL OFFER LETTER**

Dear Vishou Prakash. J

We are pleased to offer you the provisional offer letter at our company subject to the successful completion of the following criteria.

1. Verification of this offer letter with our records
2. Verification of educational qualification.
3. Background verification(as required)
4. Final Evaluation for Role determination

We request you to walk-in to our office any day with this offer letter and you will be placed in any of the below roles.

Level	Role	Annual CTC
1	Trainee	1,54,368
2	Entry Level	2,15,916
3	Patient Caller	2,74,548

Please note this provisional offer will not guarantee employment at RND Soft if the required criteria are not successfully met. This provisional offer letter is valid for a period of 6 months.

We look forward to working with you and wish you a successful and fulfilling career with RND Softech.

  
AGM- HR & Admin,  
RND Softech Private Ltd,  
<https://www.rndsoftech.com>  
Recruitment Team: 73730 55154/ 85264 44408

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S.F.No: 274/4, Anna Private Industrial Estate, Vilankurichi Road, Coimbatore - 641 035, India.  
Tel : +91 85264 44408, 85264 44409, CIN : U72200T21998PTC008407, GSTIN : 33AABCR4136Q1Z5, IECN : 3899000099  
Email : [info@rndsoftech.com](mailto:info@rndsoftech.com), Visit us at : [www.rndsoftech.com](http://www.rndsoftech.com)



## Letter of Intent/Appointment Offer

Dear Abinesh. S,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of **Xtreme Fiber Executive** with Team Lease Services Limited on fixed term assignment and your date of Joining would be **21-2-2024**. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Ananthkumar. V,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/- . The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

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Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for IOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Ritupama Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Athul Krishnan,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for IOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name:

## Letter of Intent/Appointment Offer

Dear Harharan. M,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

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Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

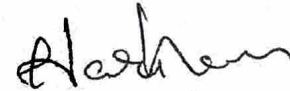
Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Rituparna Chakraborty)  
Authorized Signatory



Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Jenil kumar,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

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Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Keesav Na,

Date : 14 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Engineer Install HDO with Team Lease Services Limited on fixed term assignment and your date of Joining would be 15-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 296000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for IOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Ritupama Chakraborty)  
Authorized Signatory

Signature and date:  
Name:

TeamLease Services Limited., CIN No. U74140MH2000PTC124003  
BMTC Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore – 580096.  
Ph : (91-80) 33002345, Fax : (91-80) 33243001 [www.teamlease.com](http://www.teamlease.com)



## Letter of Intent/Appointment Offer

Dear Manikandan. R,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Michael Gnana Sunder,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of **Xtreme Fiber Executive** with Team Lease Services Limited on fixed term assignment and your date of Joining would be **21-2-2024**. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of Aadhaar Card (both sides).
- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Mohan. P,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of **Xtreme Fiber Executive** with Team Lease Services Limited on fixed term assignment and your date of joining would be **21-2-2024**. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be **INR 240000/-**. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be **Chennai**. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

You are required to download the TeamLease Mobile App and upload the mandatory documents listed below. Appointment Letter is issued subject to filling all mandatory fields on the Mobile App and uploading the mandatory documents on the Mobile App.

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- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For **TEAMLEASE SERVICES LIMITED**

Accepted and Agreed

(Rituparna Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Mohan vaj. M,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 2400000-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Ritupama Chakraborty)  
Authorized Signatory

Signature and date:  
Name:

## Letter of Intent/Appointment Offer

Dear Ragul T,

Date : 14 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Engineer Install HDO with Team Lease Services Limited on fixed term assignment and your date of Joining would be 15-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 294000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

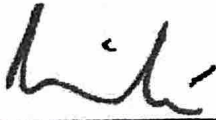
Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Ritupama Chakraborty)  
Authorized Signatory



Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Senith. S,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of the first sheet of Bank Passbook or copy of cancelled cheque (with your name, bank account number, and IFSC clearly printed)
- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

Link for iOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Ritupama Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



## Letter of Intent/Appointment Offer

Dear Surya,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of highest educational qualification certificate.
- Copy of PAN card

Link for Android App: <https://play.google.com/store/apps/details?id=com.teamlease.associate&hl=en>

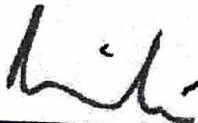
Link for IOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

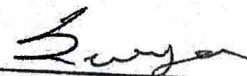
Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

  
\_\_\_\_\_  
(Rituparna Chakraborty)  
Authorized Signatory

  
\_\_\_\_\_  
Signature and date:  
Name:

TeamLease Services Limited., CIN No. U74140MH2000PTC124003  
BMT Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore - 560085.  
Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com



## Letter of Intent/Appointment Offer

Dear Vilvanathan. M,

Date : 21 February 2024

With reference to your application/interview and subsequent discussions you had with us, we are pleased to offer you a position of Xtreme Fiber Executive with Team Lease Services Limited on fixed term assignment and your date of Joining would be 21-2-2024. Your appointment is subject to confirmation from our client on the selection of your candidature by our client, in accordance with their selection criteria.

Your estimated Annual CTC will be INR 240000/-. The Management reserves the right to bifurcate or merge the allowances in basic salary. Your work location will be Chennai. The job is transferable anywhere within India.

The appointment offer is subject to the information provided by you in your Resume / Bio-data/CV and interviews are correct and valid. A detailed job objectives and salary structure along with appointment letter will be provided upon joining. This Letter of Intent /Appointment Offer does not guarantee employment and shall be valid for two weeks or till the date of joining, whichever is earlier.

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- Copy of PAN card

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Link for IOS App: <https://itunes.apple.com/in/app/teamlease/id1033421268?mt=8>

Please note that any claims based on the alleged verbal promises by any authority, not a part of this letter, will not be entertained in future.

Your sincerely,

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

(Ritupama Chakraborty)  
Authorized Signatory

Signature and date:  
Name:



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : Ryan Anony Baretto  
**Email I'd** : ryanantonybarretto@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : Ankit Kanojiya  
**Email I'd** : ankitkanojiya1601@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

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- 10th, 12th, and UG/PG education certificates - (whichever is completed)
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- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : ABHISHEK V  
**Email I'd** : abishckviswan@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
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- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : BALAJI RS  
**Email I'd** : rsbalaji300@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : KALAHASTHI PRUDHVI  
**Email I'd** : prudhvireddy118@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : BALAJI L  
**Email I'd** : balabalaji1608@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : JAYANTH G  
**Email I'd** : djayanth532gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : BHASKARAN V  
**Email I'd** : baskaran30012003@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : ANIRUDH.M.PISHARODY  
**Email I'd** : anirudhmpisharody2002@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : AJAY S  
**Email I'd** : ad697937@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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- Pan Card- Mandatory to open a bank account.
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- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



# SUTHERLAND

## PROVISIONAL OFFER LETTER :

**Candidate Name** : ABILASH R  
**Email I'd** : abilashraju73@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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**PSS GROUPS**

**OFFER LETTER**

**DATE: 26/02/24**

To

Name: Gali Varalakshmi

DEPT: BE

COLLEGE NAME: Nehru Institute of Technology

Subject: Selection as On the Job Trainee

Dear Candidate,

Congratulations....!!!

You have been selected in interview held on 26/02/2024. Herewith, we offer you to join PSS HR SUPPORT, Company as Trainee. Your joining letter & other Formalities will be completed on arrival at Chennai.

You are expected to report on or before MAY 1st WEEK at Chennai for Training. As an employee of our company, you are eligible for our benefits program, which includes PF, ESI, L.W.F, Bonus and other benefits.

COMPANY NAME : FOXCONN INDIA

CTC : Rs.16000/-PM

On arrival at Chennai, you can contact our person on below given number.

Mr.Saravanan: 9150085576

Thanks,

For PSS HR SUPPORT,

*S. Saravanan*

Manager - HR Operations



**PSS GROUPS**

Email: saravanan@apex academy.in | Phone: 044-48073646



**PSS GROUPS**

**OFFER LETTER**

DATE: 20/02/2024

To

Name: SHAIN ALISHA

DEPT: COMPUTER SCIENCE AND ENGINEERING

COLLEGE NAME: NEHRU INSTITUTE OF TECHNOLOGY

Subject: Selection as On the Job Trainee

Dear Candidate,

Congratulations...!!!

You have been selected in interview held on 20/02/2024. Herewith, we offer you to join PSS HR SUPPORT, Company as Trainee. Your joining letter & other Formalities will be completed on arrival at Chennai.

You are expected to report on or before MAY 1st WEEK at Chennai for Training. As an employee of our company, you are eligible for our benefits program, which includes PF, ESI, L.W.F, Bonus and other benefits.

COMPANY NAME : FOXCONN INDIA

CTC : Rs.16000/-PM

On arrival at Chennai, you can contact our person on below given number.

Mr.Saravanan: 9150095576

Thanks,

For PSS HR SUPPORT,

*S. Saravanan*

Manager- HR Operations



**PSS GROUPS**

Email: saravanan@apex-academy.in | Phone: 044-48073646



794-A, Corporate Castle,  
2nd Floor opp to Rex Scan Centre,  
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Mettupalayam Road,  
Coimbatore-641002  
Contact: 8072568308,  
[www.hrnext.com](http://www.hrnext.com)

Letter Of Intent

Date: 12-03-23

Dear MAMTHA PAVYADHARSHINI, CSE, NIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

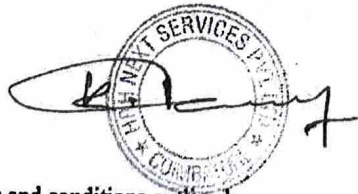
- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



794-A, Corporate Castle,  
2nd Floor opp to Rex Scan Centre,  
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Mettupalayam Road,  
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Contact: 8072568308,  
[www.hrhnext.com](http://www.hrhnext.com)

Letter Of Intent

Date: 12-03-2024

Dear MOHAMED SAMEER, B.ECSE, NIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

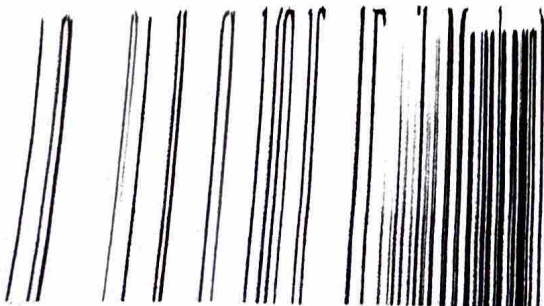
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- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates

- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)





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Letter Of Intent

Date: 22/03/2024

Dear MUHAMMED HARRIS, B.E.CSE, MIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12, 000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs. 120, 000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



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Mettupalayam Road,  
Coimbatore-641002  
Contact: 8072568308,  
[www.hrhnext.com](http://www.hrhnext.com)

Letter Of Intent

Date: 12/03/2024

Dear K. Moulin BE. CSE, NIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

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Sincerely,  
Praveenkumar  
(HR)

ACCEPTANCE OF OFFER

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Signature:

Name:

Date:



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Coimbatore-641002  
Contact: 8072568308,  
[www.hrhnnext.com](http://www.hrhnnext.com)

Letter Of Intent

Date: 12.03.2024

Dear UMABHARATHI, B.F CSE, NIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

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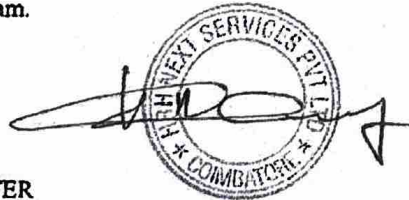
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Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



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Letter Of Intent

Date: 12/03/2024

Dear R. Vignesh . BE Comp. Science. NIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

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Sincerely,  
Praveenkumar  
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



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

Letter Of Intent

Date: 12-03-2024

Dear Selva Kumar S, BE CSC, MIT

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12, 000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120, 000 – 180,000/- p.a. and an appointment letter will be issued to you.

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Sincerely,  
Praveenkumar  
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



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Contact: 8072568308,  
[www.hrnext.com](http://www.hrnext.com)

Letter Of Intent

Date: 12.09.2023

Dear KRIBAKARAN S

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

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Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

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Signature:

Name:

Date:



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Contact: 8072568308,  
[www.hrhnext.com](http://www.hrhnext.com)

Letter Of Intent

Date: 12.03.2023

Dear NALLA GONDLA RAJU

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs. 120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

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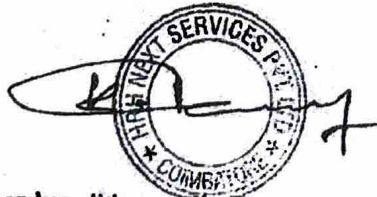
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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



794-A, Corporate Castle,  
2nd Floor opp to Rex Scan Centre,  
Verivada Road,  
Mettupalayam Road,  
Coimbatore-641002  
Contact: 8072568308,  
[www.hrnext.com](http://www.hrnext.com)

Letter Of Intent

Date: 12.03.2023

Dear SANJAY NATHAN R

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:

!NBOUND SERVICES • OUTBOUND SERVICES • DATA PROJECTS



794-A, Corporate Castle,  
2nd Floor opp to Rex Scan Centre,  
Verivada Road,  
Mettupalayam Road,  
Coimbatore-641002  
Contact: 8072568308,  
[www.hrhnxt.com](http://www.hrhnxt.com)

Letter Of Intent

Date: 12-03-2023

Dear SWATHI P

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs. 120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:



794-A, Corporate Castle,  
2nd Floor opp to Rex Scan Centre,  
Verivada Road,  
Mettupalayam Road,  
Coimbatore-641002  
Contact: 8072568308,  
[www.hrnext.com](http://www.hrnext.com)

Letter Of Intent

Date: 12.03.2023

Dear VIJAYA KUMAR C

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:

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794-A, Corporate Castle,  
2nd Floor opp to Rex Scan Centre,  
Verivada Road,  
Mettupalayam Road,  
Coimbatore-641002  
Contact: 8072568308,  
[www.hrnext.com](http://www.hrnext.com)

Letter Of Intent

Date: 12.03.2023

Dear SHRIHAR K

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,  
Praveenkumar  
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature:

Name:

Date:

INBOUND SERVICES • OUTBOUND SERVICES • DATA PROJECTS

Date: 28/03/2024

**PROVISIONAL OFFER LETTER**

Dear ARUN .J [NIT, EBE]

We are pleased to offer you the provisional offer letter at our company subject to the successful completion of the following criteria.

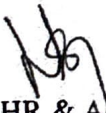
1. Verification of this offer letter with our records
2. Verification of educational qualification.
3. Background verification(as required)
4. Final Evaluation for Role determination

We request you to walk-in to our office any day with this offer letter and you will be placed in any of the below roles.

Level	Role	Annual CTC
1	Trainee	1,54,368
2	Entry Level	2,15,916
3	Patient Caller	2,74,548

Please note this provisional offer will not guarantee employment at RND Soft if the required criteria are not successfully met. This provisional offer letter is valid for a period of 6 months.

We look forward to working with you and wish you a successful and fulfilling career with RND Softech.

  
AGM- HR & Admin,  
RND Softech Private Ltd,  
<https://www.rndsoftech.com>  
Recruitment Team: 73730 55154/ 85264 44408

**RND SOFTECH PRIVATE LIMITED**

S.F.No : 274/4, Anna Private Industrial Estate, Vilankurichi Road, Coimbatore - 641 035, India.

Tel : +91 85264 44408, 85264 44409, CIN : U72200TZ1998PTC008407, GSTIN : 33AABCR4136Q1Z5, IECN : 3899000099

Email : [info@rndsoftech.com](mailto:info@rndsoftech.com). Visit us at : [www.rndsoftech.com](http://www.rndsoftech.com)

Date: 28/02/2024

**PROVISIONAL OFFER LETTER**

Dear MUVIN KUMAR.V (NTT, CBE)

We are pleased to offer you the provisional offer letter at our company subject to the successful completion of the following criteria.

1. Verification of this offer letter with our records
2. Verification of educational qualification.
3. Background verification(as required)
4. Final Evaluation for Role determination

We request you to walk-in to our office any day with this offer letter and you will be placed in any of the below roles.

Level	Role	Annual CTC
1	Trainee	1,54,368
2	Entry Level	2,15,916
3	Patient Caller	2,74,548

Please note this provisional offer will not guarantee employment at RND Soft if the required criteria are not successfully met. This provisional offer letter is valid for a period of 6 months.

We look forward to working with you and wish you a successful and fulfilling career with RND Softech.

  
AGM- HR & Admin,  
RND Softech Private Ltd,  
<https://www.rndsoftech.com>  
Recruitment Team: 73730 55154/ 85264 44408

**RND SOFTECH PRIVATE LIMITED**

S.F.No : 274/4, Anna Private Industrial Estate, Vilankurichi Road, Coimbatore - 641 035, India.  
Tel : +91 85264 44408, 85264 44409, CIN : U72200TZ1998PTC008407, GSTIN : 33AABCR4136Q1Z5, IECN : 3899000099  
Email : info@rndsoftech.com, Visit us at : www.rndsoftech.com

Date: 28/03/2024

**PROVISIONAL OFFER LETTER**

Dear VIGNESH D.S [NIT, CBE]

We are pleased to offer you the provisional offer letter at our company subject to the successful completion of the following criteria.

1. Verification of this offer letter with our records
2. Verification of educational qualification.
3. Background verification(as required)
4. Final Evaluation for Role determination

We request you to walk-in to our office any day with this offer letter and you will be placed in any of the below roles.

Level	Role	Annual CTC
1	Trainee	1,54,368
2	Entry Level	2,15,916
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Please note this provisional offer will not guarantee employment at RND Soft if the required criteria are not successfully met. This provisional offer letter is valid for a period of 6 months.

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AGM- HR & Admin,  
RND Softech Private Ltd,  
<https://www.rndsoftech.com>  
Recruitment Team: 73730 55154/ 85264 44408

**RND SOFTECH PRIVATE LIMITED**

S.F.No : 274/4, Anna Private Industrial Estate, Vilankurichi Road, Coimbatore - 641 035, India.

Tel : +91 85264 44408, 85264 44409, CIN : U72200TZ1998PTC008407, GSTIN : 33AABCR4136Q1Z5, IECN : 3899000099

Email : [info@rndsoftech.com](mailto:info@rndsoftech.com), Visit us at : [www.rndsoftech.com](http://www.rndsoftech.com)



# NEHRU INSTITUTE OF TECHNOLOGY

AUTONOMOUS

• Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai  
• Recognized by UGC under 2(f) status • Accredited by NAAC with "A+" Grade • NBA Accredited - Aero & CSE  
Jawahar Gardens, Kaliapuram, Thirumalayampalayam, Coimbatore - 641 105.



2023-2024

## *Department of Food Technology*

Academic Year	Total number of students appeared	Total number of students placed	Percentage
2023-2024	23	20	86



# NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)



## CRITERIA 5.2.1

### Average percentage of placement during 2023-2024

#### SUMMARY OF PLACEMENT OF OUTGOING STUDENTS

#### FOR THE ACADEMIC YEAR 2023-2024

#### INDEX

Academic year	Program	Total number of students placed
2023-2024	B.TECH. FOOD TECHNOLOGY	20



## NEHRU INSTITUTE OF TECHNOLOGY

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Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)



### 5.2.1 Number of placement of outgoing students during the year 2023-2024

Name of students placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
Aravindswamy B	BTECH-FOOD	MANNA	1.74 LPA
Deepika A	BTECH-FOOD	CPF	4.40 LPA
Indhu S	BTECH-FOOD	WAYCOOL	3.00 LPA
Jeevitha S	BTECH-FOOD	CPF	4.40 LPA
Keerthana B	BTECH-FOOD	AMAZON	3.5 LPA
Kousiga A	BTECH-FOOD	CORIZO	6.5 LPA
Liberna B	BTECH-FOOD	CPF	4.40 LPA
Mahalakshmi G	BTECH-FOOD	SHARINGO	1.80 LPA
Melvin K Roy	BTECH-FOOD	FRESH TO HOME	1.80 LPA
Mohammed Farsil A	BTECH-FOOD	ELANADU DAIRY	2.40 LPA
Mukil K S	BTECH-FOOD	FRESH TO HOME	1.80 LPA
Navin Kumar H V	BTECH-FOOD	MANNA FOODS	1.74 LPA
Saran M	BTECH-FOOD	WAYCOOL	3.00 LPA
Sinasira B	BTECH-FOOD	TELLICHERRY SPICES	4.23 LPA
Sivasankari B	BTECH-FOOD	DND	1.44 LPA
Srinithin M B	BTECH-FOOD	CK FOODS	2.35 LPA
Subash E	BTECH-FOOD	VALUE INGREDIENTS	2.50 LPA
Thanveer shahin P K	BTECH-FOOD	CHOICE CANNING	1.56 LPA
Vignesh G	BTECH-FOOD	THALAPAKATTI	3.00 LPA
Vishva R	BTECH-FOOD	THALAPAKATTI	3.00 LPA

Southern Health Foods Private Limited  
No.480, Third Floor, Khivraj Complex - I,  
Nandanam, Anna Salai, Chennai - 600 035.  
T: +91 44 4350 4417 / +91 44 2951 0198  
E: [info@mannafoods.in](mailto:info@mannafoods.in) W: [www.mannafoods.in](http://www.mannafoods.in)  
CIN: U15499TN2012PTC085450



**Date: 15-Jun-2024**

**Mr. Navin Kumar. H. V,  
No. 13/102, H5, Uthiyarvilai, Near VKP School,  
Colachel Post, Kanniyakumari - 629 251.**

**Letter of Offer**

**Dear Aravindswamy B,**

**Congratulations!**

We refer your application dated 15-Jun-2024 as well as the subsequent interviews had with us for the position of "Trainee" at our "Quality Control" division.

We are pleased to offer you employment with us. The details of the terms and conditions of offer are as under:

1. You will be designated as **Quality Control - Trainee** and will be based at **Factory, Tamil Nadu.**
2. Your date of commencement of Employment will be on or before **17-Jun-2024**.
3. Your Gross Salary will be **Rs. 14,538/- (Rupees Fourteen Thousand Five Hundred Thirty Eight Only.)** Per Month.
4. Your employment would be subject to the Terms & Conditions and your detailed salary break up will be mentioned in your appointment letter, which will be issued to you on your joining.
5. You will be on probation for a period of 6 Months from the date of your joining. During the probation period your appointment will be subject to a notice period of one month on either side. Post probation period, your services will be extended / confirmed in writing subject to your performance review and rating.
6. Please bring photocopies of the below listed documents (Original for Verification) / details on your day of joining.
  - a) Aadhar Card
  - b) All Educational Credentials
  - c) Relieving Letter from previous employer & Last 3 months Pay Slip
  - d) Three passport size photographs (Recent)
  - e) Bank Passbook / Cancelled Cheque Leaf
7. Kindly sign a copy of this letter as a token of your acceptance of this offer.

**Looking forward to a long and mutually beneficial career with us. Wishing you all the very best.**

Yours truly,  
**For Southern Health Foods Pvt. Ltd.,**

**Stalin Saravana Kumar. S  
Manager – HR & Admin**



# CPF (INDIA) PRIVATE LIMITED

(Formerly, Charoen Pokphand (INDIA) Private Limited)

841/1, 100 Feet Rd., Binnamangala, Indiranagar,  
Bangalore- 560038, Karnataka. INDIA

Website: [www.cp-india.com](http://www.cp-india.com) / [www.cpfworldwide.com](http://www.cpfworldwide.com) / [www.cpthailand.com](http://www.cpthailand.com)

February 12, 2024

To,  
Ms. Deepika A  
Nehru Institute of Technology,  
Jawahar Gardens, Kaliyapuram,  
Coimbatore – 641105.

## Subject: Offer Letter

In reference to your application and followed by the interview, we would like to congratulate you on being selected for the role of **Quality Executive** on a salary of **Rs. 36,670/-** per month. Your probation training is liked to start from **26th February 2024** for a period of 6 months.

Initially, you will be considered as a executive trainee during the probation period, and the training includes orientation, learning and developing new skills and gaining a deeper understanding of concepts through hands on application of the knowledge you learned in the class.

The job details, technical platform and any other matters will be shared with you on the day of joining.

Again, Congratulations and we look forward to working with you.

You should report at the following address:

**CPF India Private Limited.,**  
**#841/1, Binnamangala 1 st stage,**  
**Indiranagar 100 Feet Road, Banaglore-560038**  
**Contact Person: Ms. Mala K M**

Yours sincerely,  
for **CPF India Private Limited.,**

Asif Akram  
AGM HR

## **Freshalicious Super Bazaar Private Limited**

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### **Internship Agreement**

1. This agreement entered on this the Date **06<sup>th</sup> July 2023**

#### **BETWEEN**

**Freshalicious Super Bazaar Private Limited**, its office Registered office at # Khata No.42, Chikkagubbi Village, Bangalore East Taluk, Bangalore Urban – 560077, hereinafter referred to as Company on the one part.

#### **AND**

**Mr. Melvin K Roy**, residing at **Kulangara (H), Mariyathuruthu (PO), Kottayam, Kerala 686017**, Here in after referred to as Intern on the other part.

Whereas, Company requires the services of a person who is qualified and interested to participate in the ongoing activities of Company as an Intern to gain relevant work experience while helping to further the goals of the organization,

Whereas, the Intern is keen to gain valuable work experience through this Internship and having necessary qualifications for rendering services in accordance with the terms and conditions agreed with the Company for starting the internship.

NOW IT IS MUTUALLY AGREED BETWEEN THE PARTIES AS UNDER:

It is agreed that, you shall render services to Company in its ongoing activities as specified in Exhibit A of this agreement.

#### **2. Period of Agreement**

The initial agreement is for a period of **12 months** commencing on **15<sup>th</sup> July 2023** and ending on **14<sup>th</sup> July 2024** and shall be extended automatically on the end date, for a further period, unless terminated by either party in accordance with the terms of this agreement.

It is agreed between the parties that Company has no obligation to offer you any further Agreement subsequent to the completion of the present one.

#### **BANGALORE**

Khata No.42, Chikkagubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban – 560077)  
GTIN # 29A0CF8121G1ZT

#### **ALAPPUZHA**

AP 11/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala – 686534  
GTIN # 32A0CF8121G1ZB

#### **NODA (NCR)**

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) – 203207  
GTIN # 08A0CF8121G1ZV

#### **CHENNAI**

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GTIN 33A0CF8121G1ZA

## **Freshalicious Super Bazaar Private Limited**

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### **3. Stipend**

It is agreed that you shall be paid a monthly stipend of **Rs. 15,000/- (Fifteen Thousand Rupees Only)** per month for carrying out work as may be assigned under this agreement. The said payment, after the mandatory tax deductions if any, shall be made via Bank transfer at the discretion of Company.

### **4. Confidentiality**

It is agreed that, Company shall not, unless specifically required by law, disclose the personal information of the Intern to any third party without prior written consent of the Intern. It is also agreed that, you shall not divulge any information obtained about the activities of Company, by keeping such information in strict confidence. A breach of the confidentiality clause shall result in the termination of the Agreement, and it is agreed between the parties that the obligations imposed on you shall remain in application even after your association with Company as Intern.

### **5. Office Policies**

It is agreed that, you shall abide by the Internal policies of Company, as amended and updated from time to time during the course of your Internship.

### **6. Evaluation**

**Mr. Mathan Jayaraman** will review/evaluate your work periodically and decide on the continuance or otherwise of this Agreement.

### **7. Simultaneous Agreements**

It is agreed that, you shall not have any other Agreement running simultaneously with Company.

It is agreed that, you shall not have any Agreement running simultaneously with any other organization, where there is a conflict of interest or conflict of the Intern's time with reference to the Intern's Agreement with Company.

### **8. Intellectual Property**

Company will have Full ownership of any inventions or other intellectual property developed by you in the course of your Internship. The organization's ownership rights will continue even if the Intern's agreement lapses or is terminated.

#### **BANGALORE**

Khata No.42, Chikragubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban - 560077)  
GTIN# 29AACCF8121G1ZT

#### **ALAPPUZHA**

AP 11/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala - 688534  
GTIN# 32AACCF8121G1ZB

#### **NOIDA (NCR)**

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) - 203207  
GTIN# 09AACCF8121G1ZV

#### **CHENNAI**

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GTIN 33AACCF8121G1ZA

## **Freshalicious Super Bazaar Private Limited**

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### **9. Termination:**

It is agreed that, either party to this agreement may terminate this agreement before the expiry of the Agreement period, by providing a prior notice of 7 days to the other party.

In case of unsatisfactory performance because of the deliverables not met or poorly met Company can terminate the Agreement by giving a written notice to this effect to the Intern in writing or by email. It is further agreed that, in the event of the non-fulfillment of the deliverables expected from you, Company may choose to recover any losses suffered by them due to such non-fulfillment of deliverables, in addition to premature termination of the Agreement, from the balance payable to you.

You may not incur any additional expenses between the date of notice of termination and the date of termination without the prior written consent of Company, which will be considered and granted to complete the ongoing work.

Upon termination of this agreement, you will forthwith return the assets provided to you in good working conditions and clear all your dues to the organization. Dues payable to you will be settled only after you comply with this requirement.

### **10. Other terms & conditions:**

- a. The relationship between Company and you is purely contractual and nothing in this Agreement will be deemed to constitute a relationship of employer-employee.
- b. You are responsible for taking necessary insurance cover as required for their personnel engaged in this Agreement work such as Accident and Medical/Hospitalization at your own cost. Company will have no responsibility or liability in this regard.

#### **BANGALORE**

Khata No.42, Chikdegubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban - 560077  
GSTIN # 29AACCF8121G1ZT

#### **ALAPPUZHA**

AP II/842A, Manakkattu Building, Arcor,  
Arcor, Alappuzha,  
Kerala - 688534  
GSTIN # 32AACCF8121G1ZB

#### **NODA (NCR)**

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) - 203207  
GSTIN # 08AACCF8121G1ZV

#### **CHENNAI**

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GSTIN 33AACCF8121G1Z4

## Freshalicious Super Bazaar Private Limited

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### SCHEDULE A

Scope of Work:

- Assisting Production operation executive
- Timely execution for accurate production and update the information day to day operations.
- Preparing the complete order processing and checking the final outward.
- Managing store and Packing Area.

1. " Under the supervision and guidance of Mr. Mathan Jayaraman
2. Deliverables: Regular reports of progress and final project report.

Company	Intern
Signature: SOOPI ALI HAJI Date: 2023.07.07 16:24:57+05:30	Signature:
Name: Ms. Soopi Ali Haji	Name: Melvin K Roy.
Title: Director	Title: Intern – Production Operations
Date: 01 <sup>st</sup> June 2023	Date: 15 <sup>th</sup> July 2023

#### BANGALORE

Khata No.42, Chikkagubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban – 560077  
GTIN # 29AACC68121GIZT

#### ALAPPUZHA

AP 11/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala – 688634  
GTIN # R2AAACC68121GIZB

#### Noida (NCR)

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) – 203207  
GTIN # 08AACC68121GIZV

#### CHENNAI

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GTIN # 33AACC68121GIZA

## **Freshalicious Super Bazaar Private Limited**

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### **Internship Agreement**

1. This agreement entered on this the Date **06<sup>th</sup> July 2023**

#### **BETWEEN**

**Freshalicious Super Bazaar Private Limited**, its office Registered office at # Khata No.42, Chikkagubbi Village, Bangalore East Taluk, Bangalore Urban – 560077, hereinafter referred to as Company on the one part.

#### **AND**

**Mr. K.S. Mukhil**, residing at **Thiagivel Nagar, Madhakottai road, Thanjavur, Tamilnadu-613005**, Here in after referred to as Intern on the other part.

Whereas, Company requires the services of a person who is qualified and interested to participate in the ongoing activities of Company as an Intern to gain relevant work experience while helping to further the goals of the organization,

Whereas, the Intern is keen to gain valuable work experience through this Internship and having necessary qualifications for rendering services in accordance with the terms and conditions agreed with the Company for starting the internship.

NOW IT IS MUTUALLY AGREED BETWEEN THE PARTIES AS UNDER:

It is agreed that, you shall render services to Company in its ongoing activities as specified in Exhibit A of this agreement.

#### 2. **Period of Agreement**

The initial agreement is for a period of **12 months** commencing on **15<sup>th</sup> July 2023** and ending on **14<sup>th</sup> July 2024** and shall be extended automatically on the end date, for a further period, unless terminated by either party in accordance with the terms of this agreement.

It is agreed between the parties that Company has no obligation to offer you any further Agreement subsequent to the completion of the present one.

#### **BANGALORE**

Khata No.42, Chikkagubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban – 560077  
GSTIN # 29AACCF8121G1ZT

#### **ALAPPUZHA**

AP II/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala – 688534  
GSTIN # 32AACCF8121G1ZS

#### **NOIDA (NCR)**

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) – 203207  
GSTIN # 09AACCF8121G1ZV

#### **CHENNAI**

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GSTIN 33AACCF8121G1Z4

## **Freshalicious Super Bazaar Private Limited**

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### **3. Stipend**

It is agreed that you shall be paid a monthly stipend of **Rs. 15,000/- (Fifteen Thousand Rupees Only)** per month for carrying out work as may be assigned under this agreement. The said payment, after the mandatory tax deductions if any, shall be made via Bank transfer at the discretion of Company.

### **4. Confidentiality**

It is agreed that, Company shall not, unless specifically required by law, disclose the personal information of the Intern to any third party without prior written consent of the Intern. It is also agreed that, you shall not divulge any information obtained about the activities of Company, by keeping such information in strict confidence. A breach of the confidentiality clause shall result in the termination of the Agreement, and it is agreed between the parties that the obligations imposed on you shall remain in application even after your association with Company as Intern.

### **5. Office Policies**

It is agreed that, you shall abide by the Internal policies of Company, as amended and updated from time to time during the course of your Internship.

### **6. Evaluation**

**Mr. Mathan Jayaraman** will review/evaluate your work periodically and decide on the continuance or otherwise of this Agreement.

### **7. Simultaneous Agreements**

It is agreed that, you shall not have any other Agreement running simultaneously with Company.

It is agreed that, you shall not have any Agreement running simultaneously with any other organization, where there is a conflict of interest or conflict of the Intern's time with reference to the Intern's Agreement with Company.

### **8. Intellectual Property**

Company will have Full ownership of any inventions or other intellectual property developed by you in the course of your Internship. The organization's ownership rights will continue even if the Intern's agreement lapses or is terminated.

#### **BANGALORE**

Khata No.42, Chikdagubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban - 560077)  
GTIN# 29AACCF8121GIZT

#### **ALAPPUZHA**

AP 11/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala - 688634  
GTIN# 32AACCF8121GIZB

#### **Noida (NCR)**

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) - 203207  
GTIN# 09AACCF8121GIZV

#### **CHENNAI**

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GTIN 33AACCF8121GIZA

## **Freshalicious Super Bazaar Private Limited**

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### **9. Termination:**

It is agreed that, either party to this agreement may terminate this agreement before the expiry of the Agreement period, by providing a prior notice of 7 days to the other party.

In case of unsatisfactory performance because of the deliverables not met or poorly met Company can terminate the Agreement by giving a written notice to this effect to the Intern in writing or by email. It is further agreed that, in the event of the non-fulfillment of the deliverables expected from you, Company may choose to recover any losses suffered by them due to such non-fulfillment of deliverables, in addition to premature termination of the Agreement, from the balance payable to you.

You may not incur any additional expenses between the date of notice of termination and the date of termination without the prior written consent of Company, which will be considered and granted to complete the ongoing work.

Upon termination of this agreement, you will forthwith return the assets provided to you in good working conditions and clear all your dues to the organization. Dues payable to you will be settled only after you comply with this requirement.

### **10. Other terms & conditions:**

- a. The relationship between Company and you is purely contractual and nothing in this Agreement will be deemed to constitute a relationship of employer-employee.
- b. You are responsible for taking necessary insurance cover as required for their personnel engaged in this Agreement work such as Accident and Medical/Hospitalization at your own cost. Company will have no responsibility or liability in this regard.

#### **BANGALORE**

Khata No.42, Chikkagubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban - 560077  
GSTIN # 29AACC08121G1ZT

#### **ALAPPUZHA**

AP 11/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala - 688534  
GSTIN # 32AACC08121G1ZB

#### **Noida (NCR)**

Kata No.00039, Khasra No.393/1,  
Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) - 203207  
GSTIN # 09AACC08121G1ZV

#### **CHENNAI**

No 47, Avadi Road, Sennerkuppam,  
Chennai - 600056  
GSTIN 33AACC08121G1ZA

## Freshalicious Super Bazaar Private Limited

CIN No. U52590KA2015PTC081601

Reg Office: #003, Classique Mansion, 6th Cross, HAL 2nd Stage, Off OLD Airport Road, Bangalore - 560 008

Email Id: hr@freshalicious.in

### SCHEDULE A

Scope of Work:

- Assisting Production operation executive
- Timely execution for accurate production and update the information day to day operations.
- Preparing the complete order processing and checking the final outward.
- Managing store and Packing Area.

1. " Under the supervision and guidance of Mr. Mathan Jayaraman
2. Deliverables: Regular reports of progress and final project report.

Company	Intern
Signature: <b>SOOPI ALI HAJI</b> <small>Digitally signed by SOOPI ALI HAJI Date: 2023.07.07 16:24:57 +05'30'</small>	Signature:
Name: Ms. Soopi Ali Haji	Name: Mukil K.S.
Title: Director	Title: Intern – Production Operations
Date: 01 <sup>st</sup> June 2023	Date: 15 <sup>th</sup> July 2023

#### BANGALORE

Khata No.42, Chiklagubbi Village,  
Bangalore East Taluk,  
Bangalore (Urban - 560077  
GSTIN# 29AACC08121GIZT

#### ALAPPUZHA

AP 11/842A, Manakkattu Building, Aroor,  
Aroor, Alappuzha,  
Kerala - 688534  
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Village Asgarpur Jagir, Gautam Buddha  
Nagar, Noida (U.P) - 203207  
GSTIN# 09AACC08121GIZV

#### CHENNAI

No 47,Avadi Road,Sennerkuppam,  
Chennai - 600056  
GSTIN 33AACC08121GIZA



**Mar 04, 2024**

**Ms. S. Indhu**

15/182(1), Vinayagar Kovil Street, Tm Palayam, Coimbatore.  
9566801647

Dear Indhu,

**Congratulations!** We are impressed by your credentials both personal and professional during your recent meeting with us. Accordingly, we invite you to join our management team as **"Associate"** in the pay grade of **S2** for the role of .

Your joining date will be mutually agreed upon and will be not later than **"March 11, 2024"** You will be provided with a detailed appointment order upon your joining.

The remuneration committee has approved a compensation of Rs **300000**. The details of the remuneration package are as per annexure A mentioned below.

Building our company's success for the next phase of growth is directly attributable to the talented and experienced leaders like you – who are key in accelerating our growth and improving our position in the marketplace.

Our HR team will be in touch with you for the joining and onboarding processes and should you have any queries, please feel free to reach out to us.

Indhu, I thank you for accepting our offer to join the team here at Waycool and lookforward to sharing our success with you.

Please return the copy of this letter duly signed as a token of your acceptance.

Thanking you,

A handwritten signature in black ink, appearing to read "Alex Augustine".

**Alex Augustine**  
Chief People Officer

**ANNEXURE A  
Compensation Table**

Cost to company (CTC) Details		
Name	Indhu	
Designation & Grade	Associate & S2	
Department	Total Quality Management	
Components	Monthly	Annually
<b>A. Base Pay</b>		
Basic	13000	156000
<b>Total - A</b>	<b>13000</b>	<b>156000</b>
<b>B. Allowances</b>		
HRA	6500	78000
Special Allowance	3550	42600
<b>Total - B</b>	<b>10050</b>	<b>120600</b>
<b>C. Total Gross Earning (A+B)</b>	<b>23050</b>	<b>276600</b>
<b>D. Employer Contribution</b>		
PF - 13% on Basic	1950	23400
<b>Total Employer Contribution (D)</b>	<b>1950</b>	<b>23400</b>
<b>E. Total Fixed Pay (C+D)</b>	<b>25000</b>	<b>300000</b>
<b>G. Total Cash Compensation</b>	<b>25000</b>	<b>300000</b>

- In addition to the above, you will be covered in the company's group Medclaim insurance coverage of Rs. 2 lacs for self and family including parents with pre-existing disease coverage. Further, Gratuity and or other statutory benefits as applicable will be payable and is not included in the above compensation details.
- The salary will be governed by the statutory deduction pertaining to the Income tax and Professional Tax regulations.
- PF% will be subject to a maximum ceiling of Gross (excl HRA) at Rs.15000/-
- \*\* The variable pay is paid on an annualized basis, based on company and individual performance parameters & targets, and being on company rolls at the time of payout.
- You will also be covered under our health insurance scheme, details of which will be extended at the time of your joining.
- The formal appointment letter along with terms and conditions of service will be issued to you on your joining the organization.

We welcome you to our organization and wish you the very best.



A handwritten signature in black ink, appearing to read "Alex Augustine".

**Alex Augustine**  
**Chief People Officer**

### **Candidate Acknowledgment**

I acknowledge that any offer of employment with the Company is conditional upon successful completion of background verification of the information/documents provided by me, to the satisfaction of the Company and in the manner required by the Company.

I provide my consent to the Company or its retained third-party vendor for processing background verification of the information/documents provided by me. I further authorize and provide my consent to the Company to share my information with such third-party vendors for the purposes of processing the information and conducting my background verification. I further agree and understand that the background verification of information/documents provided by me, may be conducted at any time and any number of times as necessary before, during or in course of employment.

Full name : **Indhu**

Signature :

Date :

Thank you for your cooperation.

PS: The details pertaining to name, signature and date is auto referred or taken from the consent provided by you in MYWAY (HRMS application) and the offer acceptance is done digitally via MYWAY.

**WayCool Foods and Products Private Limited**

**Registered Office: No. 927 Regus Olympia Platina, 9th Floor, Plot No. 33-B, South Phase, Guindy Industrial Estate, Guindy, Chennai, TN - 600032 | Call Centre 9500168299 | www.waycool.in | CIN: U52399TN2015PTC101215**



# CPF (INDIA) PRIVATE LIMITED

(Formerly, Charoen Pokphand (INDIA) Private Limited)

841/1, 100 Feet Rd., Binnamangala, Indiranagar,

Bangalore- 560038, Karnataka. INDIA

Website: [www.cp-india.com](http://www.cp-india.com) / [www.cpfworldwide.com](http://www.cpfworldwide.com) / [www.cpthailand.com](http://www.cpthailand.com)

February 12, 2024

To,  
Ms. Jeevitha S  
Nehru Institute of Technology,  
Jawahar Gardens, Kaliyapuram,  
Coimbatore – 641105.

## Subject: Offer Letter

- ☉ In reference to your application and followed by the interview, we would like to congratulate you on being selected for the role of **Quality Executive** on a salary of **Rs. 36,670/-** per month. Your probation training is liked to start from **26th February 2024** for a period of 6 months.

Initially, you will be considered as a executive trainee during the probation period, and the training includes orientation, learning and developing new skills and gaining a deeper understanding of concepts through hands on application of the knowledge you learned in the class.

The job details, technical platform and any other matters will be shared with you on the day of joining.

Again, Congratulations and we look forward to working with you.

- ☉ You should report at the following address:

**CPF India Private Limited.,**  
**#841/1, Binnamangala 1 st stage,**  
**Indiranagar 100 Feet Road, Banaglore-560038**  
**Contact Person: Ms. Mala K M**

Yours sincerely,  
for **CPF India Private Limited.,**

Asif Akram  
AGM HR

## CONFIDENTIALITY, NONCOMPETITION AND INVENTION ASSIGNMENT AGREEMENT

This AGREEMENT ("Agreement") dated as of 20-October-2023 by and between

Amazon Development Centre (India) Private Limited, a company incorporated under the Indian Companies Act, 1956, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India ("Amazon India")

AND

Keerthana Balachander (the "Employee"), residing at 144/1 Shanmuga Nilayam, kamarajapuram, coonoor The Nilgiris, IND 643101

As used herein, the "Company" shall mean Amazon India, its parent company Amazon.com, Inc. ("Amazon.com") and any affiliate and/or subsidiary of Amazon.com, meaning any entity that controls, is controlled by, or under common control with, Amazon.com.

Amazon India and the Employee are sometimes hereinafter referred to collectively as "Parties", and individually as "Party".

### RECITALS

WHEREAS Amazon India is a wholly owned subsidiary of Amazon.com; and

WHEREAS the Employee and Amazon India are entering into this Agreement in connection with the Employee's employment with Amazon India and as a condition to such employment; and

WHEREAS during the course of employment the Employee shall have access to certain "Confidential Information" (as described hereinafter) of the Company;

Now therefore, the Employee and Amazon India agree as follows:

#### 1. Definitions:

##### (a) Confidential Information:

"Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

(i) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity or generally;

(ii) computer code (including source code and object code) or software developed, modified, or used by the Company;



**CORIZO**

Empowering Tomorrow's Leaders

## **OFFER LETTER**

**DATE: 08.09.2023**

Dear Kousiga,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment offer with **Corizo Edutech**.

We take this opportunity in wishing you the very best in your new employment as well as advising you that our offer letter is on the following terms and conditions:

**1. Period of Service:** The minimum period of service is **three (3) months** from the date of enforcement of this offer letter. The employee may **choose to extend their employment** via communication verbally as well as via written communication to their reporting HR personnel for an additional period as per their wishes. The **minimum period of service is not negotiable**. **The first ten(10) days including the day of joining will be "On Job Training" or "Training Period" and will be unpaid.**

**2. Designation and Salary:** You shall be employed as a **Business Development Associate** with us and your benefits will be as follows:

**3. Remuneration:** For the duration of your probation period you will be eligible for a compensation of **25,000 INR** (of with **15,000 INR will be fixed** and **10,000 INR will be variable** incentive) per calendar month. (Excluding training period)

Please find the following confirmation of your employment.

**Probation Start Date: 18/09/2023**

**Probation End Date: 18/12/2023**

Your responsibilities will include those for which you are engaged, as well as any other duties given to you by your manager from time to time. By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms and clauses. You are also required to substantially use all your time and effort to perform these tasks during business hours and additional time if necessary.



**CORIZO**

Empowering Tomorrow's Leaders

During the probationary period, the company will have all the rights, to terminate your services without offering any reason and you are required to give 10 days' notice should you wish to terminate your offer before the end of your probation period.

By accepting this offer letter of employment, you acknowledge that you will keep all this information strictly confidential and refrain from using it for your own purposes, that is, disclosing it to anyone outside of the company. In addition, you agree that upon conclusion of your tenure, you will immediately return to the Company all its property, equipment and documents including electronically stored information.

### **Intellectual Property Rights**

The company will retain ownership of all intellectual properties generated during the course of your employment as part of your duties or associated responsibilities. All intellectual property rights on all 'works' (as per Copyright Act, 1957 and subsequent amendments) generated or modified by you individually or as part of a team during the course of your employment and as part of your employment will be wholly vested in the company. By this contract you have also undertaken to sign any associated documents to further confirm the above ownership. Unless permitted by an explicit agreement you are also bound to keep such matters confidential and shall use such 'work for the sole benefit of the Company as required by your employment.

### **Non Solicitation**

During your employment with Corizo Edutech and for an year thereafter you shall not solicit any employee of the Company to leave their employment in order to join another company or provide services to another company/person/entity which is not affiliated to Corizo Edutech. You shall also not directly or indirectly on behalf of another person or entity solicit or entice any customers or potential customers away from the company.

### **Breaches and violations**

Over and above the terms mentioned in this document you are also liable for disciplinary action including and not limited to warnings, suspensions, demotion, denial of promotion or increments for violations of codes of conduct and company policies. The said policy and related company manuals shall be treated as part and parcel of this Agreement. The company reserves the right to terminate your employment and further legal actions will be taken.

By accepting this offer letter, you agree that throughout your employment, you will observe all policies and practices governing the conduct of our business and employees. This letter sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. **Official communication either within the company or outside the company should be through the official Email of the HR only.**



**CORIZO**

Empowering Tomorrow's Leaders

To indicate your acceptance, please mail the signed and scanned soft copy of the Offer Letter and the documents as mentioned below to <[rani.hr@corizo.co.in](mailto:rani.hr@corizo.co.in)> **within 2 working days from the receipt of this mail**. The offer shall stand automatically withdrawn without further action on the part of **Corizo Edutech** if we do not receive your acceptance as per the mentioned timeline.

Working Hours: 9 Hours a day (Inc. Lunch and evening Break)

**Job Type:** Full-Time Employment (After Probation Period)

**Location:** Bangalore

**DOJ:** 18/09/2023

**Pay after Probation period:** CTC 4LPA + Incentive 2.5LPA

**Acceptance of the candidate:**

I have read and understood the above terms and conditions and I accept this offer, as set forth above with Corizo Edutech.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

1. Graduation Certificate-12th standard or equivalent examination mark sheet
2. Colour scanned copy of your photographs
3. Aadhar Card Scanned Copy
4. PAN Card Scanned Copy
5. Bank Account Details: Bank Name, Your Name as per Bank records
6. Account Number, IFSC Code



## CPF (INDIA) PRIVATE LIMITED

(Formerly, Charoen Pokphand (INDIA) Private Limited)

841/1, 100 Feet Rd., Binnamangala, Indiranagar,

Bangalore- 560038, Karnataka. INDIA

Website: [www.cp-india.com](http://www.cp-india.com) / [www.cpfworldwide.com](http://www.cpfworldwide.com) / [www.cpthailand.com](http://www.cpthailand.com)

February 12, 2024

To,  
Ms. Liberna B  
Nehru Institute of Technology,  
Jawahar Gardens, Kaliyapuram,  
Coimbatore – 641105.

### Subject: Offer Letter

In reference to your application and followed by the interview, we would like to congratulate you on being selected for the role of **Quality Executive** on a salary of **Rs. 36,670/-** per month. Your probation training is liked to start from **26th February 2024** for a period of 6 months.

Initially, you will be considered as a executive trainee during the probation period, and the training includes orientation, learning and developing new skills and gaining a deeper understanding of concepts through hands on application of the knowledge you learned in the class.

The job details, technical platform and any other matters will be shared with you on the day of joining.

Again, Congratulations and we look forward to working with you.

You should report at the following address:

**CPF India Private Limited.,**  
**#841/1, Binnamangala 1 st stage,**  
**Indiranagar 100 Feet Road, Banaglore-560038**  
**Contact Person: Ms. Mala K M**

Yours sincerely,  
for CPF India Private Limited.,

Asif Akram  
AGM HR



St. Joseph ITI Campus, Big Bazaar St,  
Town Hall, Coimbatore, Tamil Nadu  
Pincode - 641001  
+91 7708054431  
[sharingo.in@gmail.com](mailto:sharingo.in@gmail.com)

Date: 16.03.2023

## APPOINTMENT LETTER

To,  
Mahalakshmi G,  
Coimbatore.

Sub: Appointment for the post of Food Safety Executive - Reg

Dear Mahalakshmi G,

This is with reference to your application for the job profile "Food Safety Executive" and the subsequent discussions you had with us at the interview on 12.03.2023, on the following terms and conditions.

**Location:** Coimbatore

You may, however, be required to work at any place of the company per the later requirement.

**Commencement of Employment:** Your employment will be effective with us since April 1st 2023.

**Salary and Compensation:** You will receive the variable amount based on your performance, Base Pay Rs.10,000/- and Grade Pay Rs.5,000/-

**Working Hours:** The working days will normally start from Monday and end on Saturday. The working hours will be 9 AM to 5 PM and if necessary for additional hours depending on your responsibilities.



St. Joseph ITI Campus, Big Bazaar St,  
Town Hall, Coimbatore, Tamil Nadu  
Pincode - 641001  
+91 7708054431  
[sharingo.in@gmail.com](mailto:sharingo.in@gmail.com)

---

**Applicability of Company Policy:** The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

**Governing Law/Jurisdiction:** Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Coimbatore, Tamilnadu only.

**Acceptance of our Appointment:** Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

**For Further Communications and Clarifications,**  
Mr. Mohamed Sheriff,  
Managing Head & Director,  
M/s. Sharingo  
Coimbatore.  
+91 77080 54431  
[sheriff@sharingo.org](mailto:sheriff@sharingo.org)

**For Sharingo**

**Authorized signatory**



**Elanadu**

**Date: 01.06.2023**

**Dear Mohammed Farsil A**

**Congratulations!**

This letter is to offer you a position with the company. It is with great pleasure that we offer you the position of "QC – Trainee" with Elanadu Dairy with effect from 05.06.2023.

Your CTC is Rs. 2,40,000/- Per annum, plus monthly Incentives as per the company policy which will be applicable after your confirmation and once you complete your probation/training period.

**Posting**

Your initial posting will be at Elanadu Dairy Pvt Ltd, Elanadu Po. Pazhayannur, Thrissur-680586, Kerala".

Probation period will be for a period of 3 months from the date of your joining. On the completion of probation period, your performance if found satisfactory, you will be confirmed in writing. During probation period, the company has sole discretion to terminate your services without any notice or any payment in lieu thereof.

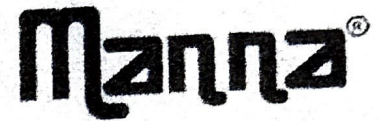
**For Elanadu Dairy Private Limited**



**Geetha Suresh**

**Manager - HR**

Southern Health Foods Private Limited  
No.480, Third Floor, Khivraj Complex - I,  
Nandanam, Anna Salai, Chennai - 600 035.  
T: +91 44 4350 4417 / +91 44 2951 0198  
E: [info@mannafoods.in](mailto:info@mannafoods.in) W: [www.mannafoods.in](http://www.mannafoods.in)  
CIN: U15499TN2012PTC085450



**Date: 04-Nov-2024**

**Mr. Mohammed Farsil. A,  
Annengadan,  
Parappur - 676 503.**

**Letter of Offer**

**Dear Mohammed Farsil. A,**

**Congratulations!**

We refer your application dated 04-Nov-2024 as well as the subsequent interviews had with us for the position of "**Trainee**" at our "**Quality Control**" division.

We are pleased to offer you employment with us. The details of the terms and conditions of offer are as under:

1. You will be designated as **Trainee - Quality Control** and will be based at **Factory, Tamil Nadu.**
2. Your date of commencement of Employment will be on or before **04-Nov-2024 .**
3. Your Gross Salary will be **Rs. 14,500/- (Rupees Fourteen Thousand Five Hundred Only.)** Per Month.
4. Your employment would be subject to the Terms & Conditions and your detailed salary break up will be mentioned in your appointment letter, which will be issued to you on your joining.
5. You will be on probation for a period of 6 Months from the date of your joining. During the probation period your appointment will be subject to a notice period of one month on either side. Post probation period, your services will be extended / confirmed in writing subject to your performance review and rating.
6. Please bring photocopies of the below listed documents (Original for Verification) / details on your day of joining.
  - a) Aadhar Card
  - b) All Educational Credentials
  - c) Relieving Letter from previous employer & Last 3 months Pay Slip
  - d) Three passport size photographs (Recent)
  - e) Bank Passbook / Cancelled Cheque Leaf
7. Kindly sign a copy of this letter as a token of your acceptance of this offer.

**Looking forward to a long and mutually beneficial career with us. Wishing you all the very best.**

Yours truly,  
**For Southern Health Foods Pvt. Ltd.,**

**Stalin Saravana Kumar. S  
Manager – HR & Admin**

Southern Health Foods Private Limited  
No.480, Third Floor, Khivraj Complex - I,  
Nandanam, Anna Salai, Chennai - 600 035.  
T: +91 44 4350 4417 / +91 44 2951 0198  
E: [info@mannafoods.in](mailto:info@mannafoods.in) W: [www.mannafoods.in](http://www.mannafoods.in)  
CIN: U15499TN2012PTC085450

**Manna**<sup>®</sup>

**Date: 15-Jun-2024**

**Mr. Navin Kumar. H. V,  
No. 13/102, H5, Uthiyarvilai, Near VKP School,  
Colachel Post, Kanniyakumari - 629 251.**

**Letter of Offer**

**Dear Navin Kumar. H. V,**

**Congratulations!**

We refer your application dated 15-Jun-2024 as well as the subsequent interviews had with us for the position of "Trainee" at our "Quality Control" division.

We are pleased to offer you employment with us. The details of the terms and conditions of offer are as under:

1. You will be designated as **Quality Control - Trainee** and will be based at **Factory, Tamil Nadu.**
2. Your date of commencement of Employment will be on or before **17-Jun-2024 .**
3. Your Gross Salary will be **Rs. 14,538/- (Rupees Fourteen Thousand Five Hundred Thirty Eight Only.)** Per Month.
4. Your employment would be subject to the Terms & Conditions and your detailed salary break up will be mentioned in your appointment letter, which will be issued to you on your joining.
5. You will be on probation for a period of 6 Months from the date of your joining. During the probation period your appointment will be subject to a notice period of one month on either side. Post probation period, your services will be extended / confirmed in writing subject to your performance review and rating.
6. Please bring photocopies of the below listed documents (Original for Verification) / details on your day of joining.
  - a) Aadhar Card
  - b) All Educational Credentials
  - c) Relieving Letter from previous employer & Last 3 months Pay Slip
  - d) Three passport size photographs (Recent)
  - e) Bank Passbook / Cancelled Cheque Leaf
7. Kindly sign a copy of this letter as a token of your acceptance of this offer.

**Looking forward to a long and mutually beneficial career with us. Wishing you all the very best.**

Yours truly,  
**For Southern Health Foods Pvt. Ltd.,**



**Stalin Saravana Kumar. S  
Manager – HR & Admin**



Mar 04, 2024

**Ms. M. Saran**

05/1220, Om Nagar, S.Kaikatty PO, Kottagiri, Nilgiris.  
9360866145

Dear Saran,

**Congratulations!** We are impressed by your credentials both personal and professional during your recent meeting with us. Accordingly, we invite you to join our management team as **"Associate"** in the pay grade of **S2** for the role of .

Your joining date will be mutually agreed upon and will be not later than **"March 11, 2024"** You will be provided with a detailed appointment order upon your joining.

The remuneration committee has approved a compensation of Rs **300000**. The details of the remuneration package are as per annexure A mentioned below.

Building our company's success for the next phase of growth is directly attributable to the talented and experienced leaders like you – who are key in accelerating our growth and improving our position in the marketplace.

Our HR team will be in touch with you for the joining and onboarding processes and should you have any queries, please feel free to reach out to us.

Saran, I thank you for accepting our offer to join the team here at Waycool and lookforward to sharing our success with you.

Please return the copy of this letter duly signed as a token of your acceptance.

Thanking you,

**Alex Augustine**  
Chief People Officer

**ANNEXURE A  
Compensation Table**

Cost to company (CTC) Details		
Name	Saran	
Designation & Grade	Associate & S2	
Department	Total Quality Management	
Components	Monthly	Annually
<b>A. Base Pay</b>		
Basic	13000	156000
<b>Total - A</b>	<b>13000</b>	<b>156000</b>
<b>B. Allowances</b>		
HRA	6500	78000
Special Allowance	3550	42600
<b>Total - B</b>	<b>10050</b>	<b>120600</b>
<b>C. Total Gross Earning (A+B)</b>	<b>23050</b>	<b>276600</b>
<b>D. Employer Contribution</b>		
PF - 13% on Basic	1950	23400
<b>Total Employer Contribution (D)</b>	<b>1950</b>	<b>23400</b>
<b>E. Total Fixed Pay (C+D)</b>	<b>25000</b>	<b>300000</b>
<b>G. Total Cash Compensation</b>	<b>25000</b>	<b>300000</b>

- In addition to the above, you will be covered in the company's group Mediclaim insurance coverage of Rs. 2 lacs for self and family including parents with pre-existing disease coverage. Further, Gratuity and or other statutory benefits as applicable will be payable and is not included in the above compensation details.
- The salary will be governed by the statutory deduction pertaining to the Income tax and Professional Tax regulations.
- PF % will be subject to a maximum ceiling of Gross (excl HRA) at Rs.15000/-
- \*\* The variable pay is paid on an annualized basis, based on company and individual performance parameters & targets, and being on company rolls at the time of payout.
- You will also be covered under our health insurance scheme, details of which will be extended at the time of your joining.
- The formal appointment letter along with terms and conditions of service will be issued to you on your joining the organization.

We welcome you to our organization and wish you the very best.



**Alex Augustine**  
Chief People Officer

### Candidate Acknowledgment

I acknowledge that any offer of employment with the Company is conditional upon successful completion of background verification of the information/documents provided by me, to the satisfaction of the Company and in the manner required by the Company.

I provide my consent to the Company or its retained third-party vendor for processing background verification of the information/documents provided by me. I further authorize and provide my consent to the Company to share my information with such third-party vendors for the purposes of processing the information and conducting my background verification. I further agree and understand that the background verification of information/documents provided by me, may be conducted at any time and any number of times as necessary before, during or in course of employment.

Full name : **Saran**

Signature :

Date :

Thank you for your cooperation.

PS: The details pertaining to name, signature and date is auto referred or taken from the consent provided by you in MYWAY (HRMS application) and the offer acceptance is done digitally via MYWAY.

Date: 17/08/2023

To,

Sinasira B

**Provisional Appointment Letter for Fixed Term Contract**

Tellicherry SpiceLabs is a newly formed startup organization with two food brands, Manjus Spices & Menjus SpiceMix. Menjus Spices is an upcoming chain of Quick Service restaurant, with a plan to expand across India. This financial year we are planning to open our Restaurants across three major cities in India.

Menjus SpiceMix is a Spices product brand which is into manufacturing and distribution of Premium Grade Spices. We are starting our production from June 2023 onwards and will be distributed only through select channel partners. SpiceMix will be initially launched only in 20 Indian cities and have a plan to start our export from the year 2024 onwards.

We are pleased to offer you employment in our organization at Tellicherry Spicelabs as **Manager – Quality Control & New Products Development**. Your services are being deputed to out two brands **Menjus Spices** and **Menjus SpiceMix** on the following terms and conditions:

- Your employment will be valid from 01/09/2023 To 31/08/2024, unless and until it is specifically extended inwriting by Tellicherry Spicelabs Pvt Ltd.
- Your Salary will be INR 4,23,000.00/- CTC per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Probation Period of Six months is applicable to this position and will start from your actual joining date agreed by you. A Permanent Employment letter will be issued after probation period.
- Job description is given in Annexure 2

Please note that this is only a provisional appointment for employment for a fixed term and is not to be construed as a permanent appointment letter. A detailed appointment letter would be issued to you once you complete your probation period as stated above conditions & upon confirmation of joining duty by the manager.

Next Step: Through your official email, confirm your acceptance with your official start date. Please share the following documents along with your acceptance.

Government mandated ID proof: Aadhar Card and PAN  
Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc.  
Copy of both Educational certificates & Previous employment documents.  
Bank Details for Salary processing: Account Details OR Copy of cancelled cheque.

Please get in touch with us for any queries.

Wishing you the very best!

Yours truly,  
For Tellicherry SpiceLabs



**Authorized Signatory**  
**Samerjith A Meppat**  
**Founder & Director**

- Conduct refresher training sessions as needed to ensure that staff members are aware of and adhere to the established quality protocols.

**Continuous Improvement:**

- Collaborate with the management team to identify areas of improvement in processes, service quality, and customer satisfaction.
- Recommend and implement corrective actions and process enhancements to address quality-related issues.

**Communication:**

- Maintain open communication channels with various departments, including kitchen staff, servers, and management, to address quality concerns and share feedback.
- Communicate effectively with suppliers and vendors to ensure the consistent delivery of high-quality ingredients and products.

**Documentation and Reporting:**

- Keep detailed records of quality control activities, inspection results, and corrective actions taken.
- Generate regular reports for management outlining quality performance, areas of concern, and improvement initiatives.

**NB:** All necessary training and handholding will be provided by founders prior and assignments.  
Success of this role is critical to our organization Growth and Brand Building.

Please get in touch with us for any queries.  
Wishing you the very best!



**DND FOODS**  
PROP: DR. ARUN VISWANATHAN S K



08<sup>th</sup> April, 2024

To

Sivasankari B

32 East Nagammer Street,

Manapparai, Trichy - 621306

**OFFER FOR EMPLOYMENT**

Dear Sivasankari

We are excited to offer you a full-time position at DnD Foods, reporting directly to our Head of Production, Rajakumari. Based on your interviews, we look forward to seeing how you will take our Company and brand to the next level.

Per your conversation with Dr. Arun Viswanathan, we'd like to offer you an annual starting salary of INR 1,44,000 paid out on a monthly basis via direct deposit in addition to food and accommodation. You will be on probation for 6 months and your retention post probation and salary revision will be based on our assessment of your performance during probation.

You will be provided training and exposure in Store Management, Customer Handling, Hot kitchen, Bakery & Confectionery, Bean-to-bar chocolate making, a part in running a Bean-to-bar academy and all our upcoming projects in line.



**DND FOODS**  
PROP: DR. ARUN VISWANATHAN S K



If you decide to accept this role, your anticipated start date will be 2<sup>nd</sup> May, 2024 at our store at 7, Red Buildings, Sathyamoorthy Road, Ramnagar, Coimbatore 641 009. You will be expected to work 6 days per week, with one day off from 11:00 AM to 11:00 PM with a break of 2 hours in between.

To accept this offer, please email me at [finance.dndfoods@gmail.com](mailto:finance.dndfoods@gmail.com) by 29<sup>th</sup> April, 2024, and I will get you started with the rest of the onboarding process.

We are excited about the possibility of you joining DnD Foods! If you have any questions, please contact me directly via phone or email.

Best regards.

Guhapriya Visweswaran

Head of Operations & Finance

DnD Foods

+91 7200772255

[finance.dnd@gmail.com](mailto:finance.dnd@gmail.com)

# CK's Foods Private Limited

12/06/2024

## Letter of offer

Dear Srinithin,

On behalf of CK's Foods Pvt Ltd, we are very pleased to confirm this offer letter for the position of **Officer – QC** and invite you to join CK's Foods family.

On joining the company, you shall be on probation for six months. You will abide by the rules and regulations of the company as may be in force from time to time. Your compensation will be reviewed in future as per company policy based on your performance, which shall be assessed during the appraisal cycle for the period.

You are subject to transfer to any place in India where the company has an office or when required in the course of performing your duties.

Please bring the following documents (along with originals for verification) at the time of joining:

1. Qualification (10<sup>th</sup>, 12<sup>th</sup>, Graduation, Post-Graduation, Professional, Provisional)
2. Experience Letters (Appointment Letter, Relieving Letter, Service Certificate)
3. Last compensation package (Form 16, Salary slips and Annual pay revision letter)
4. Recent passport size colored photographs 6nos.
5. PAN Card Photo Copy with Original.
6. ID & Address proof -Driving License/Voters ID/Passport / Aadhar card.
7. Medical Certificate

We welcome you aboard and the letter of appointment will be given to you at the time of your joining.

We expect you to join on or before **13-06-2024** in line with discussion with you otherwise this offer will stand revoked.

Kindly Contact Ms. Pawarna for completing your joining formalities. Kindly report at the specified location at 10 a.m. on the date of joining.

Please indicate your acceptance of this offer by replying to the mail as a token of your acceptance.

We hope that you will accept this offer and look forward to a productive and mutually beneficial working relationship.

Yours sincerely,  
For & On Behalf of CK's Foods Pvt Ltd.



**Pawarna S**  
**Human Resource**

# CK's Foods Private Limited

COMPENSATION PROPOSAL			
<b>Name :</b>	Srinithin	<b>Band :</b>	Band 6
<b>Department :</b>	Quality	<b>Grade :</b>	6C
<b>BU :</b>	CK Foods	<b>Date of joining :</b>	13-Jun-24
<b>Location :</b>	Palladam	<b>CTC proposed :</b>	235512
<b>COMPONENTS</b>			
<b>MONTHLY (A)</b>		PM	PA
Basic			
HRA		11000	132000
Conveyance		2200	26400
Special Allowance		1600	19200
		1853	22236
		16653	199836
<b>VARIABLE (B)</b>			
Bonus		583	6996
		583	6996
<b>RETIRALS (C)</b>			
Provident Fund		1320	15840
ESI		541	6492
Gratuity		529	6348
		2390	28680
<b>Cost to Company (A+B+C)</b>		19626	235512

Yours sincerely,  
For & On Behalf of CK's Foods Pvt Ltd.

*S. Pawarna*

**Pawarna S**  
**Human Resources**

VALUE/HR/2024/OFF-120

June 22, 2024

To

Mr. E. Subhash,  
35, Eradi village, Paraiyampattu post,  
tank street, pavupattu, parayampattu,  
Tiruvannamalai – 606808.

**Subject- Offer letter**

Dear Mr. E. Subhash,

With reference to your application and further to the interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee (IPQC)– Quality Control** in our Organization, Value Ingredients Private Limited based in Chennai. The position reports to the concerned department Head.

1. Details of your remuneration and terms and conditions are as follows:

<b>Name</b>		<b>E. Subhash</b>	
<b>Department</b>		<b>Quality Control</b>	
<b>Annexure - 1 (Compensation details)</b>			
<b>A</b>	<b>Component A</b>	<b>Monthly</b>	<b>Annually</b>
1	Basic	9000	108000
2	HRA	5400	64800
3	Conveyance Allowance	1800	21600
4	Other Allowance	1800	21600
	<b>Monthly Gross Total</b>	<b>18000</b>	<b>216000</b>
<b>B</b>	<b>Component B</b>		
1	PF (Employer Contribution)	1080	12960
2	ESI (Employer Contribution)	585	7020
3	Variable Bonus	1250	15000
	<b>Sub Total</b>	<b>2915</b>	<b>34980</b>
	<b>Yearly-CTC</b>	<b>20915</b>	<b>250980</b>

No.7/2B, Ambattur Industrial Estate, MTH Road, Ambattur, Chennai - 600 058.

+91 44 26252037 / +91 44 26252038 ✉ info@valueingredients.com

2. Your place of posting will be at **Ambattur, Chennai**. However, you are liable to be transferred / posted anywhere in India according to prevailing business requirements.
3. You will be on probation for a period of 6 (Six) months from your date of joining. After conclusion of probation upon satisfactory performance evaluation, you will be absorbed as a confirmed employee of VIPL.
4. You are required to join us on or before **June 24, 2024**
5. You will be required to submit the following documents on joining:
  - a. Copies of Certificates testifying your educational qualifications and experience.
  - b. Certificate of Identity / Age proof
  - c. Aadhar Card photocopy
  - d. Four copies of recent passport size photograph.
  - e. Relieving letter from your present employer.

This appointment is subject to a satisfactory report from references furnished by you. If in the future, it comes to light that any of the information furnished by you in your application for employment is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without any notice or any compensation in lieu thereof.

We welcome you on board and look forward to a long-lasting innings with us.

You are requested to sign and return a copy of this letter as a token of your acceptance.

Thanking you,

For VALUE INGREDIENTS PRIVATE LIMITED

Sijil Karim  
Director/CEO



Candidate's Signature :

Date :

No.7/2B, Ambattur Industrial Estate, MTH Road, Ambattur, Chennai - 600 058.

+91 44 26252037 / +91 44 26252038 ✉ info@valueingredients.com



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## Offer letter -Choice canning company

1 message

Factory HR <factoryhr@choicegroup.in>

Wed, 3 May 2023 at 15:44

To: thanveershahinpk2003@gmail.com<thanveershahinpk2003@gmail.com>

Cc: Recruitments <recruitments@choicegroup.in>, Sarath Kumar S <sarathkumar.s@choicegroup.in>, Nandu Prasad P <nandu.prasad@choicegroup.in>, Vidya S Pillai <vidya.pillai@choicegroup.in>, Anamika Meharda <anamika@choicegroup.in>, HR D <hrd@choicegroup.in>, Payroll <payroll@choicegroup.in>

03 May 2023

**Mr. Thanveer Shahin PK**  
Pulakadavath House, Azad Nagar  
Parappur, Kerala 680552

Dear Mr. Thanveer Shahin PK,

### Offer Letter

With reference to the discussions that you had with us, the Management is pleased to offer you the post of Production Supervisor with Choice Canning Company, a division of Choice Trading Corporation Private Limited. You are expected to take up the assignment on 04 May 2023 and will be based at Kuzhupilly.

**Assignment** –You will be appointed as Production Supervisor with Choice Canning Company. The Company may however re-assign and/ or transfer you to any position, including that of handling responsibilities at a Group level and you are liable to be posted in any division within the Choice Group of Companies or its sister concerns (“Choice Group”) at the Company's discretion.

**Leave-** You will be entitled to leave based as per the Leave Policy as amended from time to time.

**Remuneration** -You would be entitled to an Annual Gross Salary of INR 1,56,000/- (Indian Rupees One Lakh Fifty-Six Thousand Only) which would be structured with regard to the Company's compensation policy. You are eligible for Statutory PF, Gratuity and other benefits as per Company policy. The Company may in its discretion, review, adjust, re-structure, as appropriate the salary payable to you through prior intimation.

#### **Other Terms and Conditions:-**

- You will be governed by the terms and conditions applicable to your category of employees in our Organization.
- You will be in probation for a period of 1 year from the date of joining.
- Notice period for separation will be 30 days during your probation period.

#### Acceptance

Ambily T J  
Executive HR  
Mobile: 91-8086880726



NOW AN OFFICIAL GSA  
CORPORATE MEMBER





# THALAPPAKATTI HOTELS PRIVATE LIMITED

04th April 2023

**Mr Vignesh G**  
Tamil Nadu

**Sub: OFFER LETTER FOR THE POSITION OF "SR EXECUTIVE"**

Dear Vignesh G,

Congratulations!

With reference to your application for employment with us and the subsequent interview(s) discussions, we are pleased to offer you for the position of "Sr Executive" (DT2), "Department - QA" in our company. We shall be issuing a detailed appointment letter containing terms and conditions of your employment at the time of your joining. Here is a summary of your offer:

1. Job Posting - Coimbatore, Tamilnadu
2. Reporting to - Head- Quality Assurance
3. Role - Sr Executive- Quality Assurance
4. Joining Date - 22nd April 2023
5. Annual cost to company - Rs. 3,00,072/- (subject to statutory deductions as applicable)
6. Probation - 3 Months
7. Offer Validity - 1 day from date of issue

You are required to bring the following documents along with you on your joining date:

1. Address proof - Aadhaar card/voter ID/Driving license/passport
2. Professional Educational certificate
3. Relieving order.
4. Passport size recent photos - 4 Nos.
5. Vaccination certificate

Kindly acknowledge the duplicate copy of this letter with above documents as an acceptance of this offer.

**FOR THALAPPAKATTI HOTELS (P) LTD.,**

**Moinul Ashraf**  
General Manager HR



# THALAPPAKATTI HOTELS PRIVATE LIMITED

## Schedule - I

### Break up of salary and benefits

NAME	Vignesh G	
DESIGNATION	Sr Executive- Quality Assurance	
LEVEL	DT 2	
Salary Breakup	Monthly	Yearly
Fixed Pay		
Basic	11000	132000
HRA	4400	52800
Other Allowance	6600	79200
<b>Gross Salary</b>	<b>22000</b>	<b>264000</b>
Employer 's PF	1800	21600
Gratuity*	As per Act	As per Act
Medical Insurance	1206	14472
<b>Total Benefit</b>	<b>3006</b>	<b>36072</b>
<b>Total Cost to Company</b>	<b>25006</b>	<b>300072</b>

Note: -

- CTC is subjected to applicable tax deductions.

FOR THALAPPAKATTI HOTELS (P) LTD.,

Moinul Ashraf

(General Manager- HR)

Vignesh G



# THALAPPAKATTI HOTELS PRIVATE LIMITED

04th April 2023

**Mr Vishva R  
Tamil Nadu**

**Sub: OFFER LETTER FOR THE POSITION OF "SR EXECUTIVE"**

Dear Vishva R,

Congratulations!

With reference to your application for employment with us and the subsequent interview(s) discussions, we are pleased to offer you for the position of "Sr Executive" (DT2), "Department – QA" in our company. We shall be issuing a detailed appointment letter containing terms and conditions of your employment at the time of your joining. Here is a summary of your offer:

1. Job Posting – Coimbatore, Tamilnadu
2. Reporting to – Head- Quality Assurance
3. Role – Sr Executive- Quality Assurance
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1. Address proof – Aadhaar card/voter ID/Driving license/passport
2. Professional Educational certificate
3. Relieving order.
4. Passport size recent photos - 4 Nos.
5. Vaccination certificate

Kindly acknowledge the duplicate copy of this letter with above documents as an acceptance of this offer.

**FOR THALAPPAKATTI HOTELS (P) LTD.,**

**Moinul Ashraf  
General Manager HR**



# THALAPPAKATTI HOTELS PRIVATE LIMITED

## Schedule - I

### Break up of salary and benefits

NAME	Vishva R	
DESIGNATION	Sr Executive- Quality Assurance	
LEVEL	DT 2	
Salary Breakup	Monthly	Yearly
Fixed Pay		
Basic	11000	132000
HRA	4400	52800
Other Allowance	6600	79200
Gross Salary	22000	264000
Employer 's PF	1800	21600
Gratuity*	As per Act	As per Act
Medical Insurance	1206	14472
Total Benefit	3006	36072
Total Cost to Company	25006	300072

Note: -

- CTC is subjected to applicable tax deductions.

FOR THALAPPAKATTI HOTELS (P) LTD.,

Moinul Ashraf

(General Manager- HR)

Vishva R



# NEHRU INSTITUTE OF TECHNOLOGY

AUTONOMOUS



• Approved by AICTE, New Delhi • Affiliated to Anna University, Chennai  
• Recognized by UGC under 2(f) status • Accredited by NAAC with "A+" Grade • NBA Accredited - Aero & CSE  
Jawahar Gardens, Kaliapuram, Thirumalayampalayam, Coimbatore - 641 105.

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2023-2024

*Master of Business Administration*

Academic Year	Total number of students appeared	Total number of students placed	Percentage
2023-2024	53	52	98



# NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
Accredited by NAAC with A+, NBA Accredited (AERO & CSE), Recognized by UGC with Section 2(f)



## CRITERIA 5.2.1

### Average percentage of placement during 2023-2024

#### SUMMARY OF PLACEMENT OF OUTGOING STUDENTS

#### FOR THE ACADEMIC YEAR 2023-2024

#### INDEX

Academic year	Program	Total number of students placed
2023-2024	MASTER OF BUSINESS ADMINISTRATION	52



## NEHRU INSTITUTE OF TECHNOLOGY

(Autonomous)

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai  
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### 5.2.1 Number of placement of outgoing students during the year 2023-2024

Name of students placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
Adith Rajeev	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Aiswarya R	MBA	Bizpole Business Acumen Private Limitedemail: info@bizpole.in	1.44LPA
Akshaya Sreethisha B	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Akshay Prasad M	MBA	Justdial	2.76LPA
Arunkumar S	MBA	Fero Advisory PVT.Ltd	2.46LPA
Aswathi N S	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Balachandhar B	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 2242412000	3.92LPA
Densing Rohith J	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Dhirishikha M	MBA	Bizpole Business Acumen Private Limitedemail: info@bizpole.in	1.44LPA
Dravid Deve P S	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Giridharan M	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Gopi Krishna Rs	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Gowtham M	MBA	Bizpole Business Acumen Private Limitedemail: info@bizpole.in	1.44LPA
Gowtham Kumar B	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Hariharan G	MBA	Bizpole Business Acumen Private Limitedemail: info@bizpole.in	1.44LPA
Hariharan R	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Jegan S	MBA	SUTHERLAND;EMAIL: campusIndia@sutherlandglobal.com	3LPA
Joel Mathews	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Jothilakshmi K	MBA	Niva Bupa Health Insurance; TEL: 1860-500-8888	4.62LPA
Keerthika K	MBA	Bajaj Finserve TEL: 91 2071576403	3.4LPA
Keerthikannan P	MBA	Dr. Reddy's Laboratories ltd; EMAIL: mail@drreddys.com; Tel: +91 40 4900 2900	2.40LPA
Lakshana U	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Lingeswaran M	MBA	Caspian Management Services LLP	2.90 LPA
Manish K M	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5 LPA
Manu S	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92 LPA
Mathankumar K	MBA	Upfin Fintech Private Limited	1.80LPA
Mohamed Fazhludeen L	MBA	Sureti Insurance Marketing PVT.LTD; Email: support@suretimf.com	3LPA
Mohamed Rajith Tp	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Nagarajan R S	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Narendran R	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Prabhu Krishna S	MBA	Sutherland;Email: campusIndia@sutherlandglobal.com	3LPA
Prasanna V	MBA	ESAF SMALL FINANCE BANK; EMAIL: customercare@esafbank.com	4.25LPA
Rajkumar P	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Rudra Balaji B	MBA	Upfin Fintech Private Limited	1.80LPA
Santhiya K	MBA	Bizpole Business Acumen Private Limitedemail: info@bizpole.in	1.44LPA
Sarath A P	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Sariga P	MBA	Bizpole Business Acumen Private Limited;	1.44LPA

		Email: info@bizpole.in	
Shabla Fabi	MBA	Sutherland; Email: campusIndia@sutherlandglobal.com	3LPA
Shalini L	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Shunmuga Nathi R	MBA	Sutherland; Email: campusIndia@sutherlandglobal.com	3LPA
Sindhu R	MBA	MISAA	2.40LPA
Sindhu T	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Sivadharani S	MBA	Bizpole Business Acumen Private Limited; Email: info@bizpole.in	2.16LPA
Sivanesan B	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Sneka K	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Sreekutty V	MBA	Academor; EMAIL: hr@academor.com	6 to 8.5LPA
Sreerag P V	MBA	Sutherland; Email: campusIndia@sutherlandglobal.com	3LPA
Tess Maria Wilson	MBA	SBI Insurance Co. Ltd. ; TEL.: +91 22 42412000	3.92LPA
Thamaraikani S	MBA	Justdial	2.76LPA
Vasanthruban S	MBA	Sutherland; Email: campusIndia@sutherlandglobal.com	3LPA
Vishnu M	MBA	Bizpole Business Acumen Private Limitedemail: info@bizpole.in	1.44LPA
Vinithkumar M	MBA	Srinithi Capital	1.5LPA



675, 9th Main Road (Opp to HDFC Bank)  
Sector 7, HSR Layout Bengaluru - 560068

OL No: AM4033

Date : 14 September 2023

Dear Adith Rajeev,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with ACADEMOR as an Academic Counsellor and you will be reporting to the office on 28 September 2023.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with ACADEMOR:

Date of Joining : 28 September 2023

Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)

On the Job Training Start Date: 8 October 2023

On the Job Training End Date: 7 April 2024

Location of Training: Bangalore

Stipend: INR 18000 Per Month

Incentives : INR 12000

Target: 280000 INR per month.

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of On the Job Training Period.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on 28 September 2023.

SIGNATURE: \_\_\_\_\_  
(Candidate's Signature)

DATE: \_\_\_\_\_

07<sup>th</sup> March 2024

Ms. Aiswarya.R  
Enara Kulathamedu, Muthalamada P.O,  
Palakkad-678507.

## OFFER LETTER

Dear Aiswarya,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **11<sup>th</sup> March 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Palakkad, Kerala**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Vishnu G - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 12,000/-**. You will on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the **nine-hour working day**. Including being present in office during core hours of **9.30 am to 6.30 pm**. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of **Four weeks** and after that on a probation for a period of **two months** from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.
9. **Confidentiality:** You shall maintain absolute secrecy regarding working / any information of the Company including but not limited to the followings:

**BIZPOLE BUSINESS ACUMEN PRIVATE LIMITED**

**2<sup>ND</sup> FLOOR, FALCON COMPLEX, OPP. HPCL PETROL BUNK, NURANI, PALAKKAD - 678014, KERALA.**

Ref No.: CAN5365

Date: 08-03-2024

Ms. Akshaya Sreethisha B  
Kanyakumari - 629193  
Tamil Nadu  
Mobile No. - +91 7305718357

Dear Akshaya Sreethisha,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.
2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.
2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.
3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

Corporate & Registered Office: 9<sup>th</sup> Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

07-04-2024

Akshay Prasad M  
Colombatore

Subject: **LETTER OF OFFER**

Dear Akshay,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd.

Based on the discussions with you, we are pleased to offer you to the position of **Certified Internet Consultant**. You will be on probation for a period of six months from your date of joining which will be on or before **08-04-2024**.

The annual compensation calculated on Cost to Company will be **INR 276000/-** which is detailed in the Annexure. The payments of monthly remuneration, incentive are subject to you achieving Performance Levels in accordance with performance policy and company policy which will be intimated to you from time to time.

Details of your compensation are as follows:

1. CTC per month - First 3 months - Rs. 18400/-
2. CTC per month - 4th month onwards - Rs. 23000/-
3. Retention Bonus\* - Payable at the end of 4 months - Rs.13800/-
4. Total CTC per annum - Rs. 276000/-

**\*You will be eligible for Salary revision & Retention bonus** on successful completion of 4 months and being active in the system (Resigned / Notice serving not eligible) till the salary pay date(4th month)

Your place of posting will be **Palakkad**.

It may be noted that the Company reserves the right to withdraw / postpone / cancel the Offer / joining at its sole discretion for any reason, which is beyond its reasonable control.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

For the Offer to be valid you are requested to confirm your acceptance of the Offer by clicking on the Offer link which has been emailed to you & also sent on your registered mobile number. After the electronic acceptance of the Offer letter, Company may ask you to submit the duly signed hard copy of the letter to Just Dial's office.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited

*Madhulika*

**Madhulika Singh**  
Regional Head-Human Resources



# fero advisory

To

Date: 02-March-24

Mr. Arun Kumar S

## Offer of Employment

Dear Arun Kumar S

This has reference to your interest in taking up a full time employment with Fero Advisory P. Ltd. and subsequent interviews. We are pleased to offer you the position of "Customer Service Agent-Internship" on the following terms and conditions.

1. Your date of joining will be **04-March-2024**.
2. Work hours at office are from 9.30 am to 6:00 pm Monday to Saturday
3. Your monthly CTC would be **Rs 20500/- (Rupees Twenty Thousand Five Hundred only)**
4. You will be on probation for a period of six months. You will be confirmed employee on satisfactory completion of probation period. However, it may be extended in case of unsatisfactory performance.
5. You will be governed by the organization's HR (Personnel) Policies, Code of Conduct, Non-Disclosure Agreement and/or all other policies as applicable to you from time to time.
6. You are required to submit the following documents at the time of joining: -

- a) Educational qualifications (from class 10th Onwards)
- b) Professional qualifications.
- c) Appointment, Experience & Relieving Letter of all the organizations you have worked till date.
- d) Passport size photographs - 2
- e) Photo Identity Proof (Pan Card).
- f) Proof of residence.
- g) Copy of Cancel Cheque or full bank details
- h) Last 3-month Salary Slips & Bank Statements
- i) Broker qualified certificate
- j) UID card

This offer of employment is subject to the verification of your original documents, reference check with your last organization & fulfillment of all above stated conditions failing which our offer of employment shall be withdrawn.

The offer letter is valid for today. Kindly send the signed copy of acceptance of the offer to confirm your employment with the organization.

We look forward to welcome you to the FERO. Family, and wish you a successful and mutually career

rewardsing Private  
For Fero Advisory P. Ltd

Authorized Signatory

Accepted by \* Name \_\_\_\_\_

Signature \_\_\_\_\_

**OL No: AM4035****Date : 14 September 2023****Dear Aswathi N S,**

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023****Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)****On the Job Training Start Date: 8 October 2023****On the Job Training End Date: 7 April 2024****Location of Training: Bangalore****Stipend: INR 18000 Per Month****Incentives : INR 12000****Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

**SIGNATURE: \_\_\_\_\_****DATE: \_\_\_\_\_****(Candidate's Signature)**

Ref No.: CAN5110

Date: 28-02-2024

Mr. Balachandhar B  
Madurai - 625503  
Tamil Nadu  
Mobile No. - +91 6383548535

Dear Balachandhar,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

Corporate & Registered Office: 9<sup>th</sup> Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Ref No.: CAN5205

Date: 29-02-2024

Mr. Densing Rohith J  
Kodaikanal - 624101  
Tamil Nadu  
Mobile No. - +91 6379661603

Dear Densing Rohith,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

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06<sup>th</sup> March 2024

Ms. Dhirishikha. M  
1/17 Main Street Kattakulam T.Andipatti (Po),  
T.Vadipatti (Tk) Madurai District-625218.

## OFFER LETTER

Dear Dhirishikha,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **11<sup>th</sup> March 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Ganapathy, Coimbatore**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Vishnu G - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 12,000/-**. You will on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of 9.30 am to 6.30 pm. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of Four weeks and after that on a probation for a period of two months from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.
9. **Confidentiality:** You shall maintain absolute secrecy regarding working / any information of the Company including but not limited to the followings:

**BIZPOLE BUSINESS ACUMEN PRIVATE LIMITED**

2<sup>ND</sup> FLOOR, FALCON COMPLEX, OPP. HPCL PETROL BUNK, NURANI, PALAKKAD - 678014, KERALA.

OL No: AM4032

Date : 14 September 2023

Dear Dravid Deve PS,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023****Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)****On the Job Training Start Date: 8 October 2023****On the Job Training End Date: 7 April 2024****Location of Training: Bangalore****Stipend: INR 18000 Per Month****Incentives : INR 12000****Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of **6 to 8.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

OL No: AM4038

Date : 14 September 2023

Dear Girdharan M,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

Ref No.: CAN5103

Date: 28-02-2024

Mr. Gopi Krishna R S  
Tiruchirappalli - 621703  
Tamil Nadu  
Mobile No. - +91 8925379955

Dear Gopi Krishna,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.
2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.
2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.
3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

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16<sup>th</sup> March 2024

Mr. Gowtham M,  
28-Banadhurai Sammathi Street,  
Kumbakonam -612001.

## OFFER LETTER

Dear Gowtham,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **01<sup>st</sup> April 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Ganapathy, Coimbatore**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Vishnu G - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 12,000/-**. You will on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the **nine-hour working day**. Including being present in office during core hours of **9.30 am to 6.30 pm**. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of **Four weeks** and after that on a probation for a period of **two months** from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the **second month onwards**. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.

Ref No.: CAN5181

Date: 29-02-2024

Mr. Gowtham Kumar B  
Coimbatore - 642126  
Tamil Nadu  
Mobile No. - +91 7010640243

Dear Gowtham Kumar,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /-** (**Three Lakh Ninety Two Thousand Four Hundred Rupees Only**). This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/-** (**Three Lakh Twenty Seven Thousand Rupees Only**) and **approximate Performance Linked Variable Pay of Rs. 65,400 /-** (**Sixty Five Thousand Four Hundred Rupees Only**).

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

Corporate & Registered Office: 9<sup>th</sup> Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

16<sup>th</sup> February 2024

Mr. Hariharan G  
3/274- Keelakudiyiruppu, Maramadakki,  
Aranthanki (Tk), Pudukkottai -614 622.

## OFFER LETTER

Dear Hariharan,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **01<sup>st</sup> March, 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Jayanagar, Bangalore**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Subeesh K - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 18,000/-**. You will be on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of 9.30 am to 5.30 pm. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of Four weeks and after that on a probation for a period of two months from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.

BIZPOLE INNOVATIONS PRIVATE LIMITED

NO. 167, 3<sup>RD</sup> FLOOR, 37<sup>TH</sup> CROSS, 28<sup>TH</sup> MAIN, 9<sup>TH</sup> BLOCK, JAYANAGAR, BANGALORE - 560041, KARNATAKA.

OL No: AM4030

Date : 14 September 2023

Dear HariHaran R,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR. per month.**

You will be eligible for a Pre - Placement Offer of **6 to 8.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



## SUTHERLAND

### PROVISIONAL OFFER LETTER

**Candidate Name** : JEGAN S  
**Email I'd** : sivajegan9920@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

Ref No.: CAN5305

Date: 29-02-2024

Mr. Joel Mathews  
Palakkad - 678621  
Kerala  
Mobile No. - +91 7560870729

Dear Joel,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

Corporate & Registered Office: 9<sup>th</sup> Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

niva



LETTER OF INTENT

Date 03 FEB 24

Name JITHI LAKSHMI

Place of Posting COSMIBATORE

At 18

Dear JITHI LAKSHMI

1. We are pleased to inform that you have been shortlisted for the position of Next Gen Sales Channel Niva Bupa Health Insurance across anywhere in India.
2. Your date of joining would be 18 APR 24 (failing which this offer letter shall automatically stand withdrawn and cancelled from date of issuance of this letter until otherwise the same is mutually agreed and revised accordingly).
3. This letter is only Letter of Intent and formal offer letter will be issued to you before 18 days from your date of joining.
4. Apart from your initial job posting location, you will be liable to be transferred in such capacity that the management may determine to any other department, branch, unit, factory or establishment under the same management or same principals, whether existing or to be set up in future in any part of India.
5. Your annual compensation breakup shall be as below:

Total	INR 4,62,000/-
Fixed*	INR 10,000
Joining Bonus after 6 months	INR 20,000
Joining Bonus after 12 months	INR 10,000
Allowances	INR 41,000
Incentives**	upto INR 70,000

6. Please carry original and submit the copies of the following documents on the day of joining:
  - a. PAN Card and E- Aadhaar Card
  - b. X & X<sup>II</sup> passing certificate, Marksheet, Degree or Graduation & MBA / BBA / BCOM
  - c. Cancel Cheque
7. However, in the event of any misconduct by you, this letter of intent shall automatically stand withdrawn and cancelled from date of issuance of this letter.

\* Fixed CTC is subject to Statutory Tax deduction as applicable.  
 \*\* Incentives as per the Sales Incentives Policy.

We look forward to welcoming you, and wish you all the best for this exciting new journey.  
 For Niva Bupa Health Insurance

Authorized Signatory



STRICTLY PRIVATE AND CONFIDENTIAL

Date: 18-06-2024

Dear Keerthika Karuppasamy,

**SUBJECT: OFFER CUM EMPLOYMENT LETTER**

With reference to your application and the subsequent discussions with you; we are pleased to offer you an appointment at Bajaj Finance Limited ("Company") on the following terms:

**1. DESIGNATION & BAND**

You will be designated as "Functional Trainee" at GB02B Band.

**2. PERIOD OF EMPLOYMENT**

2.1 Basis your confirmation that you were relieved from the services of your previous employer as of the date of your joining with Bajaj Finance Limited, please note that, your employment with Bajaj Finance Limited will commence tentatively on **24-06-2024** (or any other date as may be agreed by BFL, in its sole discretion) and will continue on an on-going basis, until terminated by either party, with prior notice to the other as per Clause 5 of this Employment Letter.

2.2 The retirement age at the Company is 60 (sixty) years. Your employment will terminate automatically and without further notice on the last day of the month in which your 60<sup>th</sup> (sixtieth) birthday falls.

**3. HOURS AND PLACE OF WORK**

3.1 You shall be based in our **Coimbatore** office but may be required to serve the Company in any place within or outside India, as required.

3.2 You may be required to travel nationally and internationally on the business of the Company.

3.3 You will be required to work such hours as may reasonably be expected of you and as is consistent with an appointment of this nature.

3.4 You may, at the discretion of the Company be transferred to any of the divisions, departments, in the Company, its subsidiaries, branches or associate companies and you shall abide by the standing orders and services rules prevailing in such place/ entity without entitlement to any extra remuneration.

**4. SALARY**

4.1 Your basic salary will be **Rs. 9750/- (Rupees Nine Thousand Seven Hundred Fifty only)** and your house rent allowance will be **Rs. 4875 /- (Rupees Four Thousand Eight Hundred Seventy Five only)** per month. Your emoluments from the Company will be subject to tax deductions at source and other withholdings as required by law.

4.2 A detailed break-up of your compensation is attached as Annexure - A to this Employment Letter.

4.3 You hereby authorise the Company to set off/ recover from your salary (including any salary, leave pay, sick pay and pay in lieu of notice period) all debts or sums owed by you to the Company, its subsidiaries or associate companies, including any outstanding loans (and interest thereon) due to the Company, its subsidiaries or associate companies from you.

**BAJAJ FINANCE LIMITED**

[www.bajajfinserv.in/corporate-bajaj-finance](http://www.bajajfinserv.in/corporate-bajaj-finance)

Corporate Office: : 4<sup>th</sup> Floor, Bajaj Finserv Corporate Office, Off Pune-Ahmednagar Road, Viman Nagar, Pune - 411 014, Maharashtra, India  
Corporate Office Extn.: 3<sup>rd</sup> Floor, Panchshil Tech Park, Viman Nagar, Pune - 411 014, Maharashtra, India  
Tel: +91 20 7157 6403 | Fax: +91 20 7157 6364  
Registered Office: C/o Bajaj Auto Limited complex, Mumbai - Pune Road, Akurdi, Pune - 411 036, Maharashtra, India  
Corporate ID No.: L85910MH11987PLCC42961





Ref ID: 1706553133949-01-2024

30-Jan-2024

To,

Keerthikannan P

8,Muthukaruppa Nadar Street

Mamsapuram

Viruthunagar.626110

Dear Keerthikannan P,

#### Letter of Appointment

Congratulations! We welcome you to the global family of Dr.Reddy's Laboratories Ltd and are pleased to appoint you as Field Manager Rural in our Division GG India - Vistara based at Tiruchendur, Tamil Nadu, India.

Your Target Total Compensation, including benefits will be INR 2,40,000 (Rupees Two Lakh Forty Thousand only) per annum. The detailed breakup of the same is enclosed herewith in Annexure I

We believe people seek to work with us not only for money or the job opportunity, but also for the culture and the overall work environment we offer. In this context, we are happy to let you know that the following are the key tenets of our employee value proposition:

- Become a part of a team that cares
- Enjoy professional freedom to create impact
- Learn continually, excel and grow
- Expect to be treated with respect

Above all, we hope you will share and be inspired by our purpose of making the world a healthier place. Because **Good Health Can't Wait**.

We thank you for your decision to work with us and we are making arrangements to welcome you on-board on or before **05-Feb-2024**.

We wish you a fulfilling career, success and good health in your journey with us.

Best wishes,

For Dr.Reddy's Laboratories Ltd.

Shibu Singh

Lead - Business Talent Acquisition

Encl:- Details of the policies and benefits applicable to you are captured in Annexure-I (Salary and Allowances), Annexure-II (Benefits), Annexure-III (Terms of employment) and Annexure-IV (Offer Acceptance)

Corporate Office: Dr. Reddy's Laboratories Ltd. 8-2-337, Road No. 3, Banjara Hills, Hyderabad - 500 034.  
Telangana, India. CIN : L85195TG1984PLC004507. Tel: +91 40 4900 2900; Fax: +91 40 4900 2999; Email:  
mail@drreddys.com. www.drreddys.com

Good  
Health  
Can't  
Wait.

Ref No.: CAN5102

Date: 28-02-2024

Ms. Lakshana Uvachandran  
Coimbatore - 641016  
Tamil Nadu  
Mobile No. - +91 8056829753

Dear Lakshana,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

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Caspian Management Services LLP  
3<sup>rd</sup> Floor, Plot No 105 and 106,  
Raaj Towers, TNHB, Phase 1, HIG 1,  
Mogappair west Main Road  
Nolambur, Chennai, TN-600037.

Date: March 14, 2024

Mr. Lingeshwaren Mahalingam,  
13/42, Shanmugapuram, Kadatchapuram,  
Mudalur, Sathankulam, Thoothukudi,  
TN-628702  
Employee Code: 104960

**Appointment Letter**

Dear Mr. Lingeshwaren Mahalingam,

We, the **Caspian Management Services LLP** ('Employer'), are pleased to offer you provisional employment in the position of '**Ezy Colour Customer Associate**' ('Employee') in our organization beginning on **Wednesday, 13<sup>th</sup> March 2024** (Job location: Coimbatore) employment is subject to satisfactory completion of background and reference checks, the absences of any bars or restrictions on your employment with the Organization and your acceptance of following terms and conditions:

1. By assuming the position of "**Ezy Colour Customer Associate**" you shall render services to our Client - **Asian Paints Limited** (hereafter mentioned as '**Client**')
2. Your offered contract will be for One year from the date of joining/assuming duty at the location premises designated by the Client and shall be in accordance with the instructions received by you from us or any other authorized person from Client and will be bound by our rules and regulations.
3. Based on your performance or continuance of Client project, your contract with us shall be extended or will be terminated, as the case may be and the same will be intimated to you from our office.
4. Termination
  - (a) Save and except expiration of this Offer letter either by completion or expiry of contract period as stated herein above or its extended term thereof,
    - (i) The Employee may at any time terminate this Offer Letter and his employment by giving not less than 30 days written notice to the Employer, and
    - (ii) The Employer may terminate this Offer letter and the Employee's employment at any time, with 30 days written notice or payment in lieu of notice, provided however the Employer will be entitled to terminate your employment at any time, without notice, for sufficient cause, including but not limited to misconduct and/or gross negligence.
  - (b) Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and Casplan Management Services shall promptly settle all your dues after making the applicable deductions.
  - (c) The Employee agrees to return any and all property belonging to the Employer and the Client at the time of termination.
  - (d) Unless your employment with Casplan Management Services LLP is extended pursuant to the Cl.3 hereinabove, your employment with Casplan Management Services LLP will be terminated upon expiry of this Offer Letter or its sooner determination thereof.
  - (e) During the tenure of your employment with us, if you are indulged in any other business activities directly or indirectly which is connected to monetary benefits, you are liable to pay such benefits or loss of business to our client and shall be terminated without prior intimation from our end.
5. Any dispute between you and Casplan Management Services LLP shall be referred to a sole arbitrator appointed by the Casplan Management Services LLP at its absolute discretion and the decision of the Arbitrator will be conclusive and final and shall be binding on the Parties hereto.

OL No: AM4036

Date : 14 September 2023

Dear K.m.manish,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

Ref No.: CAN5158

Date: 24-02-2024

Mr. Manu S  
Palakkad - 678551  
Kerala  
Mobile No. - +91 7994038317

Dear Manu,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and approximate **Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

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**UPFIN FINTECH PVT. LTD**

35/20, 2<sup>nd</sup> Floor, 11<sup>th</sup> Main Road  
Jayanagar, Bengaluru, Karnataka  
Ph: +91 89439 94399  
Email: info@upfin.app

04<sup>th</sup> January 2024

Mr. K.Mathan Kumar  
2/7, Anna Nagar, Sokkanur,  
Coimbatore-641002.

**OFFER LETTER**

Dear Mathan Kumar,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from 8<sup>th</sup> January 2024, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is Palakkad, Kerala. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to Mr. Sreenath S - Business Head or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be Rs. 15,000/-. You will on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of 9.30 am to 5.30 pm. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of Four weeks and after that on a probation for a period of two months from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.

Ref No.: CAN4952

Date: 26-02-2024

Mr. Muhammed Rajid T P  
Kozhikode - 673631  
Kerala  
Mobile No. - +91 9744712314

Dear Muhammed Rajid,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.
2. During the period of your probation and upon subsequent confirmation, your Total CTC would be Rs. 3,92,400/- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only). This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and approximate **Performance Linked Variable Pay of Rs. 65,400/- (Sixty Five Thousand Four Hundred Rupees Only)**.
2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.
3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

Corporate & Registered Office: 9<sup>th</sup> Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | © www.sbi-general.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

OL No: AM4028

Date : 14 September 2023

Dear **NAGARAJAN R. S,**

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

RefNo.: CAN5158

Date: 24-02-2024

Mr. Narendran R  
Coimbatore -641105  
Tamil Nadu  
Mobile No.- +91 7010700347

Dear Narendran,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.
2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /-** (Three Lakh Ninety Two Thousand Four Hundred Rupees Only). This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/-** (Three Lakh Twenty Seven Thousand Rupees Only) and **approximate Performance Linked Variable Pay of Rs. 65,400 /-** (Sixty Five Thousand Four Hundred Rupees Only).
2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.
3. This is a provisional offer. We will issue a Letter of Appointment post you joining, subject to completion of onboarding formalities and submission of Final Year mark-sheet and degree certificate of your management programme.
4. The Company shall carry out background verification and your appointment shall be voidable at the sole discretion of the company in case the outcome of the background verification is not satisfactory to the Company.

**SBI General Insurance Company Limited**

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# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : PRABHU KRISHNA S  
**Email I'd** : prabhukrishna707@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

HO/HR/TA/190801622

Date:06/12/2023

Mr. Prasanna Venkatesan,  
kollapatti(vill), salamarathupatti(po), Uthangarai(Tk), krishanagiri, Tamil Nadu, 635304

Dear Mr. Prasanna Venkatesan,

**Sub: Provisional Offer Letter**

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of 'Executive Trainee' - Grade 'B1'.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's vision of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to produce the documents at the time of joining:

Ref No.: CAN4872

Date: 20-02-2024

Mr. Rajkumar P  
Rajapalayam - 626110  
Tamil Nadu  
Mobile No. - +91 6382532979

Dear Rajkumar,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

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# UPFIN FINTECH PVT. LTD

35/20, 2<sup>nd</sup> Floor, 11<sup>th</sup> Main Road  
Jayanagar, Bengaluru, Karnataka  
Ph: +91 89439 94399  
Email: info@upfin.app

23<sup>rd</sup> January 2024

Mr. B Rudra Balaji  
1/38/1, Thanjavur, Tamilnadu-614613.

## OFFER LETTER

Dear Balaji,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from 28<sup>th</sup> February 2024, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is Palakkad, Kerala. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to Mr. Sreenath S - Business Head or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be Rs. 15,000/-. You will on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of 9.30 am to 5.30 pm. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of Four weeks and after that on a probation for a period of two months from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.

06<sup>th</sup> March 2024

Ms. Santhiya K  
7/2 East Thottakara Street,  
Palani, Tamil Nadu -624601.

## OFFER LETTER

Dear Santhiya,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **11<sup>th</sup> March 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Ganapathy, Coimbatore**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Vishnu G - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 12,000/-**. You will on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of **9.30 am to 6.30 pm**. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of **Four weeks** and after that on a probation for a period of **two months** from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.
9. **Confidentiality:** You shall maintain absolute secrecy regarding working / any information of the Company including but not limited to the followings:

**BIZPOLE BUSINESS ACUMEN PRIVATE LIMITED**

**2<sup>ND</sup> FLOOR, FALCON COMPLEX, OPP. HPCL PETROL BUNK, NURANL PALAKKAD - 678014, KERALA.**

OL No: AM4031

Date : 14 September 2023

Dear SARATH A P,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with ACADEMOR as an Academic Counsellor and you will be reporting to the office on 28 September 2023.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with ACADEMOR:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of On the Job Training Period.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on 28 September 2023.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

16<sup>th</sup> February 2024

Ms. Sariga P,  
D/o Manoharan p, Parakkundil,  
Vellinezhi, Palakkad, Kerala-679504.

## OFFER LETTER

Dear Sariga,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **01<sup>st</sup> March 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Jayanagar, Bangalore**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Joyce T Thomas - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 18,000/-** including variable pay (refer to Annexure-1). You will be on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of **9.30 am to 5.30 pm**. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of **Four weeks** and after that on a probation for a period of **two months** from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.
9. **Confidentiality:** You shall maintain absolute secrecy regarding working / any information of the Company including but not limited to the followings:

BIZPOLE LEGAL TECHNOLOGIES PRIVATE LIMITED

35/20, 2<sup>ND</sup> FLOOR, 11<sup>TH</sup> MAIN ROAD, 5<sup>TH</sup> BLOCK, JAYANAGAR, BANGALORE SOUTH, BANGALORE-560041, KARNATAKA.



# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : SHABLA FABI  
**Email I'd** : shabla\_fabi@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

OL No: AM4034

Date : 14 September 2023

Dear Shalini L,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of 6 to 8.5 LPA after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : SHUNMUGA NATHI  
**Email I'd** : shunmuganathinit@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to 3 Lac INR Per Annum. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

# MISAA

## Offer Letter

**To:**

**Date : 29<sup>th</sup> February 2024**

**Ms. Sindhu.R**  
**sindhurameshba@gmail.com**  
**Mobile : 7837241592**  
**10/372 Attukollal, R.K.S, Yellanalli, The Nilgiris-643243..**

**Dear Ms. Sindhu.R**

We are pleased to offer you a Position of **Brand Co-ordinator** in our Company. You will be entitled to a Gross consolidated salary of **Rs. 20,000/- (Rupees Twenty thousand only) per month with accommodation (All Inclusive and TDS will be deducted if applicable)**. You will be under probation period for the first three months. Our Office working Hours Will be from 10a.m to 7p.m (Monday-Friday). On Saturday, the office timing will be 10am to 3pm (if there is work, end timing can be extended). After completing your probation period successfully, you will be confirmed based on your performance.

**Your Joining date should be : 1<sup>st</sup> of June 2024.**

Here below are the terms of your appointment:

**1) Assignment:**

Your present position will be that of **Brand Co-ordinator** to be posted at our office. The company may however reassign and/or transfer you to any other similar position in the company, anywhere in India. You will be expected to undertake such reasonable duties, as the company shall from time to time determine. You may also be required to perform duties for other group companies if necessary.

**2) Benefits:**

**LEAVE:** You will be entitled to as per the company rules from time to time leaves as may be applicable to your category of employees.

**3) Travel:**

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the company rules.

**4) Separation:**

A resigned employee would have to serve the entire period of notice, and would not be allowed to surrender leave or pay salary in lieu of notice. The company may however, at its discretion, decide to relieve the employee immediately on resignation.

**5) Deduction:**

All payments to you under the terms of employment are subject to deduction at source under the Income Tax Act and other encashment that may be in force from time to time. The company will also be entitled to deduct from the payments due to you, any dues payable by you to the company and also deduction of notice period salary will be done in case, not serving the notice period.

OL No: AM4029

Date : 14 September 2023

Dear Sindhu . T,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023**

**Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)**

**On the Job Training Start Date: 8 October 2023**

**On the Job Training End Date: 7 April 2024**

**Location of Training: Bangalore**

**Stipend: INR 18000 Per Month**

**Incentives : INR 12000**

**Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of **6 to 8.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

05<sup>th</sup> February 2024

Ms.Sivadharani S  
6-1, South Street, Vellakalpatti,  
Puthanampatti Post, Trichy-621007.

## OFFER LETTER

Dear Sivadharani,

With reference to your interview, we are pleased to appoint you as **Business Development Associate** of our Company, with effect from **28<sup>th</sup> February, 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Jayanagar, Bangalore**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Subeesh K - Business Head** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 18,000/-**. You will be on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the **nine-hour working day**. Including being present in office during core hours of **9.30 am to 5.30 pm**. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of **Four weeks** and after that on a probation for a period of **two months** from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Build contacts with potential clients to create new business opportunities
  - ii. Keep prospective client database updated
  - iii. Regular follow up with the client leads provided and convert those leads into sales
  - iv. Develop and maintain good relationship with the customers and get repeated sales from them.
  - v. Make cold calls for new business leads
  - vi. Maintain knowledge of all products and service offerings of the company
  - vii. Achieving the sales targets given by the company.
  - viii. Follow company guidelines and procedures for acquisition of customers.
  - ix. Identifying new sales leads.
  - x. Actively participate in all sales, marketing and management initiatives and training conducted by the management, where appropriate
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.

BIZPOLE INNOVATIONS PRIVATE LIMITED

NO. 167, 3<sup>RD</sup> FLOOR, 37<sup>TH</sup> CROSS, 28<sup>TH</sup> MAIN, 9<sup>TH</sup> BLOCK, JAYANAGAR, BANGALORE - 560041, KARNATAKA.

Ref No.: CAN5353

Date: 02-03-2024

Mr. Sivanesan Balamurugan  
Thanjavur - 614738  
Tamil Nadu  
Mobile No. - +91 7418890920

Dear Sivanesan,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

**SBI General Insurance Company Limited**

Corporate & Registered Office: 9<sup>th</sup> Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | [www.sbigeneral.in](http://www.sbigeneral.in) | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Ref No.: CAN5162

Date: 25-02-2024

Ms. Sneka K  
Krishnagiri - 635116  
Tamil Nadu  
Mobile No. - +91 7305426675

Dear Sneka,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

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OL No: AM4037

Date : 14 September 2023

Dear Sreekutty v,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **28 September 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **ACADEMOR**:

**Date of Joining : 28 September 2023****Training Period : 28 September 2023 to 7 October 2023 - (Unpaid)****On the Job Training Start Date: 8 October 2023****On the Job Training End Date: 7 April 2024****Location of Training: Bangalore****Stipend: INR 18000 Per Month****Incentives : INR 12000****Target: 280000 INR per month.**

You will be eligible for a Pre - Placement Offer of **6 to 8.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with **Academor**, and will report on **28 September 2023**.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)



# SUTHERLAND

## PROVISIONAL OFFER LETTER

**Candidate Name** : SRERAG P V  
**Email Id** : sreerag.puthanveed@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

**Dear Candidate,**

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to 3 Lac INR Per Annum. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

Ref No.: CAN4780

Date: 09-02-2024

Ms. Tess Maria  
Thrissur - 680306  
Kerala  
Mobile No. - +91 7594824474

Dear Tess Maria,

Offer Letter

We are pleased to offer you the position of **Executive Trainee** in the grade of **Assistant Manager** in SBI General Insurance Co. Ltd.

1. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your Total CTC would be **Rs. 3,92,400 /- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 3,27,000/- (Three Lakh Twenty Seven Thousand Rupees Only)** and **approximate Performance Linked Variable Pay of Rs. 65,400 /- ( Sixty Five Thousand Four Hundred Rupees Only)**.

2. We will communicate your posting location, date of joining and other details in due course. The company reserves the right to utilize your services at any place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.

3. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of onboarding formalities and

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07-04-2024

Thamaralkani S  
Colombatore

Subject: **LETTER OF OFFER**

Dear Thamaralkani,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd.

Based on the discussions with you, we are pleased to offer you to the position of **Certified Internet Consultant**. You will be on probation for a period of six months from your date of joining which will be on or before **08-04-2024**.

The annual compensation calculated on Cost to Company will be **INR 276000/-** which is detailed in the Annexure. The payments of monthly remuneration, incentive are subject to you achieving Performance Levels in accordance with performance policy and company policy which will be intimated to you from time to time.

Details of your compensation are as follows:

1. CTC per month - First 3 months - Rs. 18400/-
2. CTC per month - 4th month onwards - Rs. 23000/-
3. Retention Bonus\* - Payable at the end of 4 months - Rs.13800/-
4. Total CTC per annum - Rs. 276000/-

**\*You will be eligible for Salary revision & Retention bonus** on successful completion of 4 months and being active in the system (Resigned / Notice serving not eligible) till the salary pay date(4th month)

Your place of posting will be **Salem**.

It may be noted that the Company reserves the right to withdraw / postpone / cancel the Offer / joining at its sole discretion for any reason, which is beyond its reasonable control.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

For the Offer to be valid you are requested to confirm your acceptance of the Offer by clicking on the Offer link which has been emailed to you & also sent on your registered mobile number. After the electronic acceptance of the Offer letter, Company may ask you to submit the duly signed hard copy of the letter to Just Dial's office.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited

*Madhulka*

**Madhulka Singh**  
Regional Head-Human Resources



## SUTHERLAND

### PROVISIONAL OFFER LETTER

**Candidate Name** : S VASANTH RUBAN  
**Email I'd** : vasanthruban6958@gmail.com  
**College Name** : NEHRU GROUP OF INSTITUTIONS  
**Date** : 20 Dec 2023

Dear Candidate,

**Congratulations!!**

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

6<sup>th</sup> March 2024

Mr. Vishnu M  
Pulikkal (Ho), Nadathipara,  
Panniyankara (Po), Palakkad-678 683.

## OFFER LETTER

Dear Vishnu,

With reference to your interview, we are pleased to appoint you as **Operations Executive** of our Company, with effect from **11<sup>th</sup> March 2024**, on the following terms and conditions: -

1. **Place of work:** Your initial place of work is **Palakkad, Kerala**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside India.
2. **Reporting:** You will report to **Mr. Akhil C Elappara - COO** or any other designated person as specified by the Company from time to time.
3. **Remuneration:** Your monthly compensation package shall be **Rs. 12,000/-**. You will be on probation, for a period of three months.
4. **Hours of Work:** You are permitted to work flexible hours as far as you adhere to the nine-hour working day. Including being present in office during core hours of 9.30 am to 5.30 pm. You may be required to work any additional hours and/or work in shifts, as required by the company based on work exigencies and/or as necessary for the effective performance of your role.
5. **Probation:** You will be joining the company on training for a period of Four weeks and after that on a probation for a period of two months from the date of joining and your appointment will be confirmed on successful completion of the above period. You will have the targets from the second month onwards. We hold the right to reject your offer if you found unsatisfactory during training period.
6. **Job Responsibilities:** It shall be as mentioned below:
  - i. Communicating with executives and upper management regularly
  - ii. Collaborating with executives and creating operational policies and procedures
  - iii. Overlooking the daily functions of the business
  - iv. Creating short and long-term operational goals
  - v. Suggesting improvements needed in different operations
  - vi. Maintaining a healthy relationship with suppliers and stakeholders
  - vii. Making sure the compliance with laws and regulations
7. **Whole Time and Attention:** During your employment with the Company, you will employ yourself efficiently to the best of your ability & will devote your whole time to the work of the organization and will not engage yourself directly or indirectly or on remuneration in any service, trade, business, vocation or occupation (including agency of an insurance company or in advisory capacity). Also, you will not appear in any examination or attend classes without prior and written approval of the management.
8. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid monthly leave for each calendar month in accordance with the existing company leave policy. The leave policy shall be applicable after the probation only.
9. **Confidentiality:** You shall maintain absolute secrecy regarding working / any information of the Company including but not limited to the followings:

BIZPOLE INITIATIVES PRIVATE LIMITED

2<sup>ND</sup> FLOOR, FALCON COMPLEX, OPP. HPCL PETROL BUNK, SHORNUR ROAD, NURANI, PALAKKAD -678014.

**Offer Letter**

Date: 19-10-2024

Dear Mr. Vinithkumar M

This has reference to your application and subsequent interview you had with "Shrinithi Capital Private Ltd", for the position of Trainee (CV) – Operations to be based at NAMAKKAL Branch.

We are pleased to offer you for the position of Trainee (CV) – Operations. The break-up of your salary is as mentioned in the "CTC Annexure".

You shall join the services of the Company on or before **22<sup>nd</sup> October 2024**. We appreciate your confirmation for the above offer latest by **21<sup>st</sup> October 2024**. Non-acceptance of the offer before the stipulated date shall make this offer laid off automatically.

You are required to submit copies of the following for further verification process along with your offer acceptance:

- Certificates supporting academic/professional qualifications
  - o SSC/10th Class - Certificate along with the mark sheets
  - o Intermediate/12th Standard - Certificate along with the mark sheets
  - o bachelor's degree – Certificates along with the semester/year wise mark sheets
  - o Masters / Professional Degree - Certificates along with the semester/year wise mark sheets
  - o Diploma / PG Diploma – Certificate along with the mark sheets
  - o Any other relevant academic certificate.
- Latest salary payslip / Salary Certificate for the last 3 months.
- Last 3 months bank statement with salary highlighted.
- Relieving letter from last employer
- Service Certificate / Proof of Employment from present & all previous employers.
- Form 16 (OR) Taxable Income Statement duly certified by the previous employer (if any).
- 3 recent passport size colour photographs
- Valid Passport (if any)
- Photocopy of the PAN Card.
- Date of Birth Certificate / Proof of Age
- PF Account No (if any)
- Photocopy of the Offer Letter as issued by SCPL.

**\*\*We will request your current and former employers to verify your supportive employment records/documents submitted to us during the interview process.**

Your offer of employment is subject to due clearance of the Background Verification process of the evidence/facts provided by you\*\*

Please read the e-mail carefully and reply as a token of your acceptance to the offer.

**Our detailed Appointment Letter containing other terms and conditions will be given to you on your joining.**

**SHRINITHI CAPITAL PVT. LTD.**

REG. OFF: 2ND Floor, 2A, Mookambika Complex, No.4, Lady Desika Road, Mylapore, Chennai-600 004.  
GST No : 33ABCCS6771L1ZY | CIN: U65929TN2019PTC131772 | WWW.SHRINITHICAPITAL.IN | 044 - 48540055