

## 5.2.1 Number of placement of outgoing students during the year

Year	Name of student placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
1	UTHIRANJALI G - 8270556464	B.E Computer Science & Engineering	ZOHO COORPORATION - +1-925-924-9500	RS.4,80,000/-Annum
			Hexaware Technologies - 022 6791 9595	RS.4,00,000/-Annum
			Avasoft - 095000 78300	Rs.3,00,000/-Annum
			Wipro - +234 (01) 448 9200	RS.3,50,000/-Annum
2	NAGARAJ K - 7548883741	B.E Computer Science & Engineering	Wipro - +234 (01) 448 9200	RS.3,50,000/-Annum
			Qube Root Analytics - 080 4111 3331	Rs.2,25,000/-Annum
3	SURESH BABU M - 9943075309	B.E Computer Science & Engineering	Wipro - +234 (01) 448 9200	RS.3,50,000/-Annum
4	UVAPRIYAVIGNESH V - 6383215853	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
5	KEERTHANAJALI V - 8220174118	B.E Computer Science & Engineering	Infosys - +65 6671 2200	RS.3,60,000/- Annum
			Qube Root Analytics - 080 4111 3331	Rs.2,25,000/-Annum
6	ARAVINDDAKSHAN K S - 6381589647	B.E Computer Science & Engineering	Avasoft - 095000 78300	Rs.3,00,000/-Annum
			Tata Consultancy Services - 044 6616 5111	RS.3,60,000/- Annum
			Infosys - +65 6671 2200	RS.9,50,000/- Annum
7	AKASH A - 9600457243	B.E Computer Science & Engineering	FOCUS EDUMATICS - 089259 04757	RS.2,00,000/- Annum
8	KAVIN S - 7708787633	B.E Computer Science & Engineering	FOCUS EDUMATICS - 089259 04757	RS.2,00,000/- Annum
9	POOJA S - 7695975260	B.E Computer Science & Engineering	JOBWORLD INDIA PRIVATE LTD, BANGALORE - 080 4295 0600	Rs.2,40,000/-Annum
			Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
10	NIVASHINI D - 9715505380	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/- Annum
			FOCUS EDUMATICS - 089259 04757	RS.2,00,000/- Annum
11	RAMYA C - 9025414484	B.E Computer Science & Engineering	FOCUS EDUMATICS - 089259 04757	RS.2,00,000/- Annum
12	AMAL K - 7907197628	B.E Computer Science & Engineering	eNoah iSolution - 044 4028 6900	Rs.4,00,000/- Annum
		B.E Computer Science & Engineering	Infosys - +65 6671 2200	Rs.3,60,000/-Annum
13	AMARNATH R - 9791985128	B.E Computer Science & Engineering	eNoah iSolution - 044 4028 6900	Rs.4,00,000/- Annum
14	ANNAPOORANI S - 9025034688	B.E Computer Science & Engineering	eNoah iSolution - 044 4028 6900	Rs.4,00,000/- Annum
15	BHARATH PRAVEEN D - 9789552284	B.E Computer Science & Engineering	eNoah iSolution - 044 4028 6900	Rs.4,00,000/- Annum
16	JHON RAI - 9733235301	B.E Computer Science & Engineering	eNoah iSolution - 044 4028 6900	Rs.4,00,000/- Annum
17	VANITHASREE S - 9384538255	B.E Computer Science & Engineering	eNoah iSolution - 044 4028 6900	Rs.4,00,000/- Annum
18	ABDULRAGUMAN A - 9080544834	B.E Computer Science & Engineering	Avasoft - 095000 78300	Rs.3,00,000/-Annum
19	THANGAJENITTA M - 6369352350	B.E Computer Science & Engineering	Avasoft - 095000 78300	Rs.3,00,000/-Annum
20	ABHINAV V.P - 9846661240	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
21	AJAY KUMAR GUPTA - 8001220559	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
22	SANOOJ BABU KAKKOTH - 8289865108	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
25	KRISHNAPRAKASH N - 6374743920	B.E Computer Science & Engineering	Hakuna Matata Solutions, Chennai - 090251 36622	Rs.2,40,000/-Annum
26	M RAMYA - 7339251847	B.E Computer Science & Engineering	KONE Elevator India Pvt Ltd - 0422 266 6672	Rs.4,00,000/-Annum

27	SHYAM SUNDAR G - 9384777473	B.E Computer Science & Engineering	INDIAN HEALTHCARE SERVICES , CHENNAI - 04445495495	Rs.3,60,000/-Annum
28	SANJAY SAJEEVAN S - 9995771130	B.E Computer Science & Engineering	Tekafforde Ltd, Bangalore - 8042053014	Rs.1,80,000/-Annum
29	MUDDASIR - 9886152641	B.E Computer Science & Engineering	tabbdoc - 099454 87101	Rs.2,16,000/-Annum
30	RANJITHA S I - 9360368797	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
31	SANDHIYA S - 6369440881	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
32	SANDHIYA T - 6381589075	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
33	PRIYANKA S - 9629560728	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
34	SATHIYAPRIYA G - 8056356610	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
35	PADMAVATHY K - 6369777732	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
36	JANANI B - 7539943706	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
37	DEEPAM - 8526103290	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
38	VIRUTHIGA DEVI S - 7094931296	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
		B.E Computer Science & Engineering	JOBWORLD INDIA PRIVATE LTD, BANGALORE - 080 4295 0600	Rs.2,40,000/-Annum
39	NANDHINI S - 7708393521	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
40	SAMYUKTHA S - 7010595129	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
41	MANIMEGALAI M - 7305740053	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
42	POOJAA - 9629513866	B.E Computer Science & Engineering	Venpa Global Technology, Chennai - 044 2959 2535	Rs.1,80,000/-Annum
43	HRITHIK REJI R - 6282816673	B.E Computer Science & Engineering	Aastrin Aviation - 072001 17847	Rs.3,00,000/-Annum
44	SARAVANAN K - 9344199073	B.E Computer Science & Engineering	Jilaba Software Services Private Limited - 044 6660 0700	Rs.2,40,000/-Annum
45	VIGNESH S - 9344736664	B.E Computer Science & Engineering	Jilaba Software Services Private Limited - 044 6660 0700	Rs.2,40,000/-Annum
46	GOPINATH V - 8056798148	B.E Computer Science & Engineering	Jilaba Software Services Private Limited - 044 6660 0700	Rs.2,40,000/-Annum
47	THEJAL SANTHOSH S - 8281531024	B.E Computer Science & Engineering	Jilaba Software Services Private Limited - 044 6660 0700	Rs.2,40,000/-Annum
48	ANJALIR - 6385659611	B.E Computer Science & Engineering	Jilaba Software Services Private Limited - 044 6660 0700	Rs.2,40,000/-Annum
49	SOWMIYA M - 6369956538	B.E Computer Science & Engineering	Jilaba Software Services Private Limited - 044 6660 0700	Rs.2,40,000/-Annum
50	SUMAN SHRESTHA - 9861334411	B.E Computer Science & Engineering	CETAS Information Technology Pvt Ltd - 044 4285 0231	Rs.3,00,000/-Annum
51	DEEPIKA B - 7373267083	B.E Computer Science & Engineering	R SYSTEMS - 094439 96771	Rs.3,60,000/-Annum
52	KAVIMALAR V - 9384967805	B.E Computer Science & Engineering	Net Access India Limited , CHENNAI - 073583 00888	Rs.2,60,000/-Annum
53	KEERTHI J - 7558110701	B.E Computer Science & Engineering	Net Access India Limited , CHENNAI - 073583 00888	Rs.2,60,000/-Annum
			Skolar Systems, Bangalore - 080956 81212	Rs.9,00,000/-Annum
54	JANANI B - 8754735892	B.E Computer Science & Engineering	iinterchange Systems Private Limited -044 4204 8800	Rs.3,60,000/-Annum
55	PRIYADHARSHINI S - 6369245411	B.E Computer Science & Engineering	Arwizon Digital Private Limited - 090089 41692	Rs.2,40,000/-Annum
56	HAIYATH RIZVE S - 6379546488	B.E Computer Science & Engineering	JOBWORLD INDIA PRIVATE LTD, BANGALORE - 080 4295 0600	Rs.2,40,000/-Annum
57	SANDEEP R - 6382581833	B.E Computer Science & Engineering	CETAS Information Technology Pvt Ltd - 044 4285 0231	Rs.3,00,000/-Annum

58	RAJESHKUMAR S - 6383159823	B.E Computer Science & Engineering	JOBWORLD INDIA PRIVATE LTD, BANGALORE - 080 4295 0600	Rs.2,40,000/-Annum
59	SANTHOSH K - 9994689816	B.E Computer Science & Engineering	CETAS Information Technology Pvt Ltd - 044 4285 0231	Rs.3,00,000/-Annum
60	SIVASHANKAR R - 7806950026	B.E Computer Science & Engineering	CETAS Information Technology Pvt Ltd - 044 4285 0231	Rs.3,00,000/-Annum
61	SRICALAIMALAR M - 7530079184	B.E Computer Science & Engineering	CETAS Information Technology Pvt Ltd - 044 4285 0231	Rs.3,00,000/-Annum
62	SUJAN KUMAR MAHATO - 9861610099	B.E Computer Science & Engineering	CETAS Information Technology Pvt Ltd - 044 4285 0231	Rs.3,00,000/-Annum
63	ANANDARAJ A - 6382916453	B.E Computer Science & Engineering	Avasoft - 095000 78300	Rs.3,00,000/-Annum
64	BIJESH GUPTA - 7324925657	B.E Computer Science & Engineering	Skolar Systems, Bangalore - 080956 81212	Rs.9,00,000/-Annum
65	DIVYA S - 9345261621	B.E Computer Science & Engineering	Skolar Systems, Bangalore - 080956 81212	Rs.9,00,000/-Annum
66	GAYATHRI S - 9025542213	B.E Computer Science & Engineering	Skolar Systems, Bangalore - 080956 81212	Rs.9,00,000/-Annum
67	BIVOR TIWARI- 8967071206	B.E Computer Science & Engineering	Skolar Systems, Bangalore - 080956 81212	Rs.9,00,000/-Annum
68	INDHUMATHI D - 6382689201	B.E Computer Science & Engineering	Avasoft - 095000 78300	Rs.3,00,000/-Annum
69	JAYASURYA M - 8428217382	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
70	KIRAN N - 9360017310	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
71	TAMILSELVAN N - 6383576858	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
72	SUBASH E - 9629072462	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
73	VIJAY R - 6369284562	B.E Computer Science & Engineering	Avasoft - 095000 78300	Rs.3,00,000/-Annum
74	RAMYA B - 9080299091	B.E Computer Science & Engineering	OneBill Software India -080 2665 1060	Rs.4,50,000/-Annum
75	VEENA M.S-9562250592	B.E Computer Science & Engineering	OneBill Software India -080 2665 1061	Rs.4,50,000/-Annum
76	SUBBIAHPRADEEP K- 8760077900	B.E Computer Science & Engineering	OneBill Software India -080 2665 1062	Rs.4,50,000/-Annum



*[Handwritten Signature]*

HOD

DEPARTMENT OF CSE

Excel Engineering College  
Kumarapalayam - 637 303



# EXCEL ENGINEERING COLLEGE

(Autonomous)

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

Accredited by NBA (AERO, CSE, ECE, MECH), NAAC with "A+" and Recognised by UGC (2f & 12B)

KOMARAPALAYAM - 637303

Department of Computer Science Engineering

## Placement Details for Batch 2018-2022

S.No	Name	On Campus / Off Campus	Company name	Salary(Rs)
1	UTHRAJALI G	On Campus	ZOHO COORPORATION	RS.4,80,000/-Annum
		On Campus	Hexaware Technologies	RS.4,00,000/-Annum
		On Campus	Avasoft	Rs.3,00,000/-Annum
		On Campus	Wipro	RS.3,50,000/-Annum
2	NAGARAJ K	On Campus	Wipro	RS.3,50,000/-Annum
		On Campus	Qube Root Analytics	Rs.2,25,000/-Annum
3	SURESH BABU M	On Campus	Wipro	RS.3,50,000/-Annum
4	UVAPRIYAVIGNESH V	On Campus	Wipro	RS.3,50,000/-Annum
		On Campus	OneBill Software	Rs.4,50,000/-Annum
		On Campus	Matrimony.com Ltd	RS.4,00,000/-Annum
5	KEERTHANAJALI V	On Campus	INFORMATICA	RS.8,50,000/- Annum
		On Campus	INFOSYS	RS.3,60,000/- Annum
		On Campus	Qube Root Analytics	Rs.2,25,000/-Annum
6	ARAVINDDAKSHAN K S	On Campus	Avasoft	Rs.3,00,000/-Annum
		On Campus	Tata Consultancy Services	RS.3,60,000/- Annum
		On Campus	INFOSYS	RS.3,60,000/- Annum
7	AKASH A	On Campus	FOCUS EDUMATICS	RS.2,00,000/- Annum
8	KAVIN S	On Campus	FOCUS EDUMATICS	RS.2,00,000/- Annum
9	POOJA S	On Campus	FOCUS EDUMATICS	RS.2,00,000/- Annum
		On Campus	JOBWORLD INDIA PRIVATE LTD, BANGALORE	Rs.2,40,000/-Annum
		On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
10	NIVASHINI D	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
		On Campus	FOCUS EDUMATICS	RS.2,00,000/- Annum
11	RAMYA C	On Campus	FOCUS EDUMATICS	RS.2,00,000/- Annum
12	AMAL K	On Campus	eNoah iSolution	Rs.4,00,000/- Annum
		On Campus	INFOSYS	Rs.3,60,000/-Annum
13	AMARNATH R	On Campus	eNoah iSolution	Rs.4,00,000/- Annum
14	ANNAPOORANI S	On Campus	eNoah iSolution	Rs.4,00,000/- Annum
15	BHARATH PRAVEEN D	On Campus	eNoah iSolution	Rs.4,00,000/- Annum
16	JHON RAI	On Campus	eNoah iSolution	Rs.4,00,000/- Annum
17	VANITHASREE S	On Campus	eNoah iSolution	Rs.4,00,000/- Annum
18	ABDULRAGUMAN A	On Campus	Avasoft	Rs.3,00,000/-Annum
19	THANGAJENITTA M	On Campus	Avasoft	Rs.3,00,000/-Annum
20	ABHINAV V.P	On Campus	OneBill Software	Rs.4,50,000/-Annum
21	AJAY KUMAR GUPTA	On Campus	OneBill Software	Rs.4,50,000/-Annum
22	SANOJ BABU KAKKOTH	On Campus	OneBill Software	Rs.4,50,000/-Annum
25	KRISHNAPRAKASH N	On Campus	Qube Root Analytics	Rs.2,25,000/-Annum
		On Campus	Hakuna Matata Solutions, Chennai	Rs.2,40,000/-Annum
26	M RAMYA	On Campus	KONE Elevator India Pvt Ltd	Rs.4,00,000/-Annum
27	SHYAM SUNDAR G	On Campus	INDIAN HEALTHCARE SERVICES , CHENNAI	Rs.3,60,000/-Annum
		On Campus	Tekafforde Ltd, Bangalore	Rs.1,80,000/-Annum
28	SANJAY SAJEEVAN S	On Campus	Tekafforde Ltd, Bangalore	Rs.1,80,000/-Annum
29	MUDDASIR	On Campus	tabbdoc	Rs.2,16,000/-Annum
30	RANJITHA S I	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
31	SANDHIYA S	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
32	SANDHIYA T	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
33	PRIYANKA S	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
34	SATHIYAPRIYA G	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
35	PADMAVATHY K	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
36	JANANI B	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
37	DEEPA M	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
38	VIRUTHIGA DEVI S	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
		On Campus	JOBWORLD INDIA PRIVATE LTD, BANGALORE	Rs.2,40,000/-Annum



39	NANDHINI S	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
40	SAMYUKTHA S	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
41	MANIMEGALAI M	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
42	POOJA A	On Campus	Venpa Global Technology, Chennai	Rs.1,80,000/-Annum
43	HRITHIK REJI R	On Campus	Aastrin Aviation	Rs.3,00,000/-Annum
44	SARAVANAN K	On Campus	Jilaba Software Services Private Limited	Rs.2,40,000/-Annum
45	VIGNESH S	On Campus	Jilaba Software Services Private Limited	Rs.2,40,000/-Annum
46	GOPINATH V	On Campus	Jilaba Software Services Private Limited	Rs.2,40,000/-Annum
47	THEJAL SANTHOSH S	On Campus	Jilaba Software Services Private Limited	Rs.2,40,000/-Annum
48	ANJALI R	On Campus	Jilaba Software Services Private Limited	Rs.2,40,000/-Annum
49	SOWMIYA M	On Campus	Jilaba Software Services Private Limited	Rs.2,40,000/-Annum
50	SUMAN SHRESTHA	On Campus	Tech Mahindra	Rs.3,50,000/-Annum
		On Campus	CETAS Information Technology Pvt Ltd	Rs.3,00,000/-Annum
		On Campus	INFOSYS	Rs.3,60,000/-Annum
51	DEEPIKA B	On Campus	Ernst & Young	Rs.4,50,000/-Annum
		On Campus	R SYSTEMS	Rs.3,60,000/-Annum
52	KAVIMALAR V	On Campus	Net Access India Limited , CHENNAI	Rs.2,60,000/-Annum
53	KEERTHI J	On Campus	Net Access India Limited , CHENNAI	Rs.2,60,000/-Annum
		On Campus	Skolar Systems, Bangalore	Rs.9,00,000/-Annum
54	JANANI B	On Campus	I INTERCHANGE	Rs.3,60,000/-Annum
55	PRIYADHARSHINI S	On Campus	Arwizon Digital Private Limited	Rs.2,40,000/-Annum
56	HAIYATH RIZVE S	On Campus	JOBWORLD INDIA PRIVATE LTD, BANGALORE	Rs.2,40,000/-Annum
57	SANDEEP R	On Campus	CETAS Information Technology Pvt Ltd	Rs.3,00,000/-Annum
		On Campus	Net Access India Limited , CHENNAI	Rs.2,60,000/-Annum
58	RAJESHKUMAR S	On Campus	Expleo Ltd, Chennai	Rs.3,50,000/-Annum
		On Campus	JOBWORLD INDIA PRIVATE LTD, BANGALORE	Rs.2,40,000/-Annum
59	SANTHOSH K	On Campus	CETAS Information Technology Pvt Ltd	Rs.3,00,000/-Annum
60	SIVASHANKAR R	On Campus	CETAS Information Technology Pvt Ltd	Rs.3,00,000/-Annum
61	SRIKALAIMALAR M	On Campus	CETAS Information Technology Pvt Ltd	Rs.3,00,000/-Annum
62	SUJAN KUMAR MAHATO	On Campus	CETAS Information Technology Pvt Ltd	Rs.3,00,000/-Annum
63	ANANDARAJ A	On Campus	Avasoft	Rs.3,00,000/-Annum
64	BIJESH GUPTA	On Campus	Skolar Systems, Bangalore	Rs.9,00,000/-Annum
65	DIVYA S	On Campus	Skolar Systems, Bangalore	Rs.9,00,000/-Annum
66	GAYATHRI S	On Campus	Skolar Systems, Bangalore	Rs.9,00,000/-Annum
67	BIVOR TIWARI	On Campus	Skolar Systems, Bangalore	Rs.9,00,000/-Annum
68	INDHUMATHI D	On Campus	Avasoft	Rs.3,00,000/-Annum
69	JAYASURYA M	On Campus	OneBill Software	Rs.4,50,000/-Annum
70	KIRAN N	On Campus	OneBill Software	Rs.4,50,000/-Annum
71	TAMILSELVAN N	On Campus	OneBill Software	Rs.4,50,000/-Annum
72	SUBASH E	On Campus	OneBill Software	Rs.4,50,000/-Annum
73	VIJAY R	On Campus	Avasoft	Rs.3,00,000/-Annum
74	RAMYA B	On Campus	OneBill Software	Rs.4,50,000/-Annum
75	VEENA M.S	On Campus	OneBill Software	Rs.4,50,000/-Annum
76	SUBBAIAHPRADEEP K	On Campus	OneBill Software	Rs.4,50,000/-Annum



**HOD**

**DEPARTMENT OF CSE**

Excel Engineering College  
Komarapalayam - 637 303,



## Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,  
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91- 44 - 6744 7070

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

SEZ Unit

Date: 20-Apr-2022

To

**Ms.UTHRANJALI G,**  
20/33, SENGALPATTI 3RD STREET,  
GUGAI,  
SALEM-636006, TAMILNADU.

Dear **Ms.UTHRANJALI G,**

### OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED.**

### REMUNERATION

Your annual Cost to Company will be **Rs.480000/- (RUPEES FOUR LAKH EIGHTY THOUSAND ONLY).** The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

### DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

### PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

### SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



## **ADHERENCE TO POLICIES**

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

## **CONFIDENTIALITY**

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

## **TRANSFERABILITY**

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

## **ASSIGNMENT OF RIGHTS IN WORK**

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

## **CONCURRENT EDUCATION**

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

## **CONCURRENT EMPLOYMENT OR BUSINESS**

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.



## **NON-COMPETE**

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

## **TERMINATION**

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

## **NON-SOLICITATION**

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

## **AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT**

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment.

## **GOVERNING LAW AND JURISDICTION**

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.



#### VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **27-Apr-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,

For ZOHO CORPORATION PRIVATE LIMITED

Mohammed Sohail  
Manager - HR

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:

Date of Offer acceptance:

20 Apr 2022

Name :

Uthranjali G

Place :

Salem



## ANNEXURE A

**NAME** : UTHRANJALI G  
**DESIGNATION** : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	16000	192000
HRA	8000	96000
Other Allowance & Flexible component	14080	168960
<b>Gross Salary</b>	<b>38080</b>	<b>456960</b>
Employer Provident Fund (12% of Basic+TA)*	1920	23040
<b>Cost To Company (CTC)</b>	<b>40000</b>	<b>480000</b>
Prosperity Sharing Plan		80000
<b>Compensation for the first year</b>		<b>560000</b>

\* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

### OTHER BENEFITS:

#### **PROSPERITY SHARING PLAN**

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

#### **GRATUITY**

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





## **ANNEXURE B**

The Company currently provides the following benefits to an employee:

### **GIFT CARD AMOUNT**

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

### **TRANSPORTATION FACILITY**

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

### **DEVICES AND GADGETS**

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

### **FOOD AND SNACKS**

Company provides food, snack and other refreshment for all its employees.

### **RECREATIONAL FACILITY**

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

### **TEAM TREAT AND TRIP**

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

### **GROUP MEDICLAIM INSURANCE**

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.400000/- (RUPEES FOUR LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

### **GROUP PERSONAL ACCIDENT INSURANCE**

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

### **GROUP TERM LIFE INSURANCE**

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.2500000/- (RUPEES TWENTY FIVE LAKH ONLY)**.

*Please note that the above mentioned Insurance schemes are subject to change based on yearly renewal*



## Letter of Intent

January 14, 2022  
Uthranjali Ganesan  
Excel Engineering College, Namakkal

Dear Uthranjali Ganesan,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Software Engineer Trainee"**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur  
Vice President, Recruitment-India & APAC



### HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, A' Block, TTC Industrial Area, Manages, Navi Mumbai, 400710. Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500  
[CIN] : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)

21-Oct

**Ms. Uthranjali Ganesan**  
20/33 Sengalpatti 3rd street  
Gugai  
Salem-636006

**Dear Uthranjali,**

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

**Probation**

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

**Confidentiality and Non Disclosure**

You are expected to maintain utmost secrecy in regard to the affairs of the company and shall keep confidential all information , instruments, documents, etc relating to the company that may come to your professional knowledge during your assignment With the company.

**Conflict of interest Guidelines.**

You shall diligently adhere to the following guidelines and policy of the company and to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly , you must avoid activities, which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the company

**Roles and Responsibilities**

The roles, responsibilities and duties appropriate to your designation or your employment, will be specified by Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and its affiliates and their employees, contractors and clients. In view of the trust and confidence reposed in you, you must effectively perform to ensure results and you will be expected to work extra hours to achieve the set targets, whenever the job so requires.

**Working Hours**

You are expected to comply with the normal working hours(discussed during the interview) as declared by the Company or project requirements. You may be required to work on a shift basis. Company may, at any time and its sole discretion, change the shift timings upon notice to you.

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AVA Software Pvt. Ltd.,

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

Compensation Break Up		
Name	Uthranjali Ganesan	
Designation	Trainee Engineer	
A – Base Component	Monthly (Rs.)	Annual (Rs.)
Basic	15000	180000
HRA	7500	90000
Total of A	22500	270000
B – Basket of Allowances		
Medical Allowances	700	8400
Total of B	700	8400
C- Retirals		
Provident Fund	1800	21600
Total of C	1800	21600
Total (A+B+C)	25000	300000

For AVA SOFTWARE Pvt. Ltd.,

*S. Anthea Vicky*

Anthea Vicky

Human Resources

To AVA SOFTWARE Pvt. Ltd.,

Uthranjali Ganesan

Trainee Engineer

AVA Software Pvt. Ltd.,  
 Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
 Navalur, Chennai - 600 130  
**Website:** <http://www.avasoft.com>



## **APPOINTMENT LETTER**

January 22, 2022

Dear Uthranjali Ganesan,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.



- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

### 3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. [mywipro.wipro.com](https://mywipro.wipro.com)

### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

## 6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

## 7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

## 8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during six (6) months preceding the date of separation.

## 9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material

information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and/or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
  - v. You have any pending backlogs/ arrears on the date of appointment.

**Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

#### 10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12 months** commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

#### 11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

## 12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For **Wipro Limited**,



**Aparna Shailen**  
**General Manager - Human Resources**

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

## ANNEXURE I

### DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to a company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

### **Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [polyclearinghouse@wipro.com](mailto:polyclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company" to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [polyclearinghouse@wipro.com](mailto:polyclearinghouse@wipro.com).

**ANNEXURE II****PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000**

I Uthranjali Ganesan, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- processing my job application including background verification checks;
- employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

**ANNEXURE III****SALARY OFFER SHEET**

**Name:** Uthranjali Ganesan

**Position:** Project Engineer

**Career Group:** TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600



Variable Pay	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

#### ANNEXURE – IV

##### Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

- you being "active" in the services of the company through to retention date as applicable
- your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

- II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.
- III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts
- IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy
- V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.
- VI. You shall keep the contents of this letter confidential

#### **ANNEXURE – V**

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

#### **ANNEXURE – VI**

##### **Variable Pay - A BRIEF OVERVIEW**

##### **Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics are linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

### **SOME ADDITIONAL INFORMATION ON THE SALARY OFFER**

#### **Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

#### **House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

#### **Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

##### **1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

##### **2. Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

##### **3. Non-transferable Meal card:**

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

##### **4. Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

##### **5. New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

#### **Retirement Benefits:**

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

### Travel, Accommodation, Food & Other Miscellaneous Expenses

#### Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For detail you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### SUMMARY SOCIAL SECURITY & OTHER BENEFITS\*

#### Medical

1. Medical Assistance Program (MAS)\*\*: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS.

Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. **Mediclaime:** You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. **Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

**Gratuity Benefit\*\*:** Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

**Survivor Benefit Pension Program\*\*:**

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e.  $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$  per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

**Loans:**

**Interest Free Loan:** An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

**Contingency Loan:** An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

## 1. Your Life and Accident Cover :

- a. **Group Personal Accident Insurance (GPAI) Program:** Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. **Group Term Life Insurance:** Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section on My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

## 2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☒ Accept

☐ Decline

☒ **Signature** Uthranjali Ganesan 22/1/2022 9:31 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T :+91 (80) 2844 0011

Doddakannelli F :+91 (80) 2844 0054

Sarjapur Road E :info@wipro.com

Bengaluru 560 035 W :wipro.com

India C :L32102KA1945PLC020800





## Wipro Offer Letter

1 message

Wipro offer letter <wipro+email+3xdttd-c5adca1df5@talent.icims.com>

Wed, Apr 20, 2022 at 2:59 PM

Reply-to: Wipro offer letter <wipro+email+3xdttd-c5adca1df5@talent.icims.com>

To: nagaraj1752001@gmail.com

April 20, 2022

Dear **Nagaraj K**,

Congratulations! We are pleased to offer you the position of **Project Engineer** at Wipro.

Please click on the below link to review and accept your offer letter at the earliest using a **desktop/laptop**.

**Note : You will not be able to save offer letter copy if you open the below link through a Mobile Phone.**

We request you to accept the iCIMS Offer Letter within **15 days** from the receipt of the offer Letter, failing which we will be forced to infer that you are no longer interested to be a part of Wipro fresher hiring process.

### Steps to follow to accept and save the Offer Letter

To save your copy of Offer Letter, please open this email on desktop/ laptop, login to below mentioned acceptance link, **click on Accept -> click on signature check box -> Click on "Submit and Print" -> Click on "web browser" -> ctrl+P -> save as pdf -> save -> select destination on your system to download.**

**Please note - You will not be able to access the Offer Letter again if you close the window without saving your Offer Letter as the link will expire and will not be able to access the link to open offer page to download the offer letter.**

Please click on the link below to review and accept your offer letter at the earliest using a desktop/laptop.

[Click to Complete](#)

Your Login Information:

Login Name: **nagaraj1752001@gmail.com**

(If you do not know your password, you can reset it by clicking [here](#).)

If you have any questions about the details of your offer or about employment at Wipro, please reach out to [manager.campus@wipro.com](mailto:manager.campus@wipro.com)

Thanks and Regards,  
Campus Offer Generation Team  
[Global Campus Hiring Team] Wipro Limited|

This message was sent to [nagaraj1752001@gmail.com](mailto:nagaraj1752001@gmail.com). If you don't want to receive these emails from this company in the future, please go to:

[Unsubscribe from Wipro](#)

January 28, 2022

**Nagaraj K**

1/1 Parisal Thurai, Puliampatti, Sankiri,  
Salem, Tamil Nadu 637104

**Mob: +91 7548883741**

Dear Nagaraj K,

**Sub: Internship Offer Letter**

Congratulations! We are pleased to offer you the position of intern with QubeRoot Analytics LLP. Here are the terms of your internship with the Company:

1. Duration of internship will be from **February 1<sup>st</sup>, 2022 to April 30<sup>th</sup>, 2022.**
2. You will be designated as **"Software Development Intern"** and will be entitled for a stipend of **INR. 10,000/month** as per Company's Policy. After successful completion of internship, you will be transformed into a full time employee of the company with role **Trainee – Software Engineer**, if your performance found satisfactory based on the company and business need.
3. You will not be entitled or any other benefits from the company during this tenure.
4. During internship, you are expected to abide Code of Conduct prescribed by the Company for all the employees.

For **QubeRoot Analytics LLP**

*N. Surendher*



Surendher Nagaraj  
Founder & CEO

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardent Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048

CIN: AA15099 | Email: info@quberootalytics.com | Phone: +91 7548883741 | Website: quberootalytics.com | T: 080 41112221

## ANNEXURE-1

### TERMS AND CONDITIONS

1. You are bound by the Company Policies and Procedures to keep your stipend and benefits details confidential.
2. Your initial place of internship will be at **Bangalore**. However, your services are transferable, and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.
3. You will be expected to attend office - except while travelling on business - as assigned to you by your superiors and as per applicable laws in force. Weekly offs will be governed as per applicable regulations.
4. Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy letter with original signatures). Notice of termination in electronic form where such identity cannot be ascertained such as SMS or personal email shall not be accepted as adequate notice of termination for the purposes of this agreement.
5. Absence for a continuous period of three days without prior approval of your superior, (including overstay of leave/training), would be treated as abandonment of service and can lead to your internship being terminated without notice. If you choose not to continue the internship, the Company reserves the right to recover from you all expenses incurred with regard to any training and development, special education, upskilling or on the job training provided to you in the course of your internship with the Company upto Rs. **30,000/-** (Rupees Thirty Thousand only).
6. Whilst you are doing internship in the Company:
  - a. You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.
  - b. You will be required to effectively carry out all duties and responsibilities assigned to you by your mentor and others authorized by the Company to assign such duties and responsibilities.
  - c. Except in the proper course of internship, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval. All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential.

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardente Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048

CIN: AAL5088 | Email: [info@quberootalytics.com](mailto:info@quberootalytics.com) | [www.quberootalytics.com](http://www.quberootalytics.com) | T: 080 41112221

- d. You confirm that there is no litigation / conviction against you before any Court of law which involves any criminal offences involving moral turpitude.
7. You confirm that you have disclosed fully all of your business interests in the Company – whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between **QubeRoot Analytics LLP** and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.
8. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures, wherever applicable. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.
9. Upon completion of your internship from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard or soft copy which is in your possession or custody.
10. Any violation of the above mentioned or any other Company procedures and policies would attract action as per Company disciplinary policy in force, including and up to termination of your internship. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay you anything. All other terms and conditions will be governed by the Company's policies as stated from time to time.

For **QubeRoot Analytics LLP**

*N. Surendher*



Surendher Nagaraj  
Founder & CEO

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardente Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048  
CIN: AA15088 | Email: info@quberootanalytics.com | www.quberootanalytics.com | T: 080 41142224



OFFER LETTER

Dear Suresh Babu

**Sub: Offer Letter**

**We are pleased to offer you (Suresh Babu) an appointment in our organization as (Software Engineer). You will be based in our Company.**

**(Infotech Park, Hinjawadi, Pune, Maharashtra Branch).**

**The date of your Training would be June 06, 2022 and your date of joining would be July 06, 2022),**

**You will be on training for an initial period of 30 days and on probation for a period of one months following successful completion of training. Your transition from trainee to probationer will be based on your appraisal at the end of the period of training.**

**You are required to agree to the special terms and conditions as described in Annexure - A1.**

**You will be paid gross emoluments as detailed in Annexure - A.**

**Your employment with us will be governed by the Terms & Conditions as detailed in Annexure - B.**

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

**Employment as per this offer is subject to your being medically fit.**

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

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

**Thanks Regards  
Sandeep Tyagi**

**Assistant Manager (Human Resources)  
Wipro Ltd.**

**AUTHORIZED SIGNATORY**

A handwritten signature in black ink, appearing to read 'Sandeep Tyagi', written over the printed name and title.



November 12, 2021

onebill

Mr. V. Uvapriyavignesh,  
Excel Engineering Collage,  
Erode.

## **Offer Letter**

**Private and confidential**

**Dear Mr. V. Uvapriyavignesh,**

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

**For Onebill Software India Private Limited**



---

**Muthukumar**  
**Authorized Signatory**

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillssoftware.com](http://www.onebillssoftware.com)

Exhibit ASALARY BREAKUP

Employee Name	Mr. V. Uvapriyavignesh,
Designation	Software Engineer - Trainee
Salary Breakup	
Pay Particulars	Amount (in INR)/month
Basic	15,000
PF (Employer's contribution)	1,800
Gratuity	560
Group Medical	1,018
Special Allowance	14,955
<b>Monthly CTC</b>	<b>33,333</b>
<b>Annual CTC</b>	<b>4,00,000</b>

---

**Muthukumar**  
**Authorized Signatory**



CSE arunkumarkg &lt;kgarunkumar.eec@excelcolleges.com&gt;

**Fwd: Infosys Campus Recruitment Program: Congratulations, you have a job offer**

18CS047 KEERTHANAJALI . V <keerthanajali@gmail.com>  
To: kgarunkumar.eec@excelcolleges.com

Wed, Apr 20, 2022 at 6:23 PM

----- Forwarded message -----

From: **Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>  
Date: Mon, 28 Mar 2022, 6:43 pm  
Subject: Infosys Campus Recruitment Program: Congratulations, you have a job offer  
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

**Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role.** The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at [Talent.Acquisition@infosys.com](mailto:Talent.Acquisition@infosys.com). Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys



Ref#: QRA/DEV/POL-JAN/006

January 29, 2022

**Keerthanajali. V**

6/157, Angalamman kovil st, Komarapalayam,  
Sathyamangalam, Erode Dt.

**Mob: +91 8220174118**

Dear Keerthanajali,

**Sub: Provisional Offer Letter**

Congratulations! We are glad to offer you an employment with **QubeRoot Analytics LLP** as **Trainee - Software Engineer** under the terms & conditions given in the ANNEXURE-1. After Successful completion of your internship, your annual CTC will be **Rs. 2,25,000/-**. The break-up of your salary is given in ANNEXURE-2.

We believe that our employees are the cornerstone of our success and are invaluable assets to our Company. Accordingly, we have always believed in giving them the very best in the work environment and facilities that allow them to deliver results to their full potential. You can look forward to the same when you join us!

We look forward long and mutually satisfying association with you and hope you find the atmosphere challenging and invigorating to realize your potential. This job offer is contingent upon the successful completion of your internship and satisfactory background & reference checks.

Best Wishes,

For **QubeRoot Analytics LLP**



Surendher Nagaraj  
Founder & CEO

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardente Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048

CIN: AAL5088 | Email: info@quberootanalytics.com | www.quberootanalytics.com | T: 080 41112221

**ANNEXURE-1**

**TERMS AND CONDITIONS:**

1. Your base salary indicated in the worksheet attached will be payable monthly and will be reviewed appropriately based on your performance/accomplishments. You are bound by the Company Policies and Procedures to keep your compensation and benefits details confidential.
2. Your employment is subject to a **six-month** probationary period which allows you and Company to determine if the position is suitable for you. If the company decides to discontinue employment within this probationary period, you will be entitled to reasonable notice as outlined in the Employment Standards Act.
3. Your initial place of work will be in **Bangalore**. However, your services are transferable, and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer you will be governed by the rules, regulations & conditions of service of that location.
4. You will be expected to attend office - except while traveling on business - as assigned to you by your superiors and as per applicable laws in force. Weekly offs will be governed as per applicable regulations.
5. Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as a hard copy letter with original signatures). Notice of termination in electronic form where such identity cannot be ascertained such as SMS or personal email shall not be accepted as adequate notice of termination for the purpose of this agreement.
6. Your services may be terminated by either party, giving notice in writing for 45 days or payment of salary in lieu thereof. If you choose not to serve the notice period, if applicable, the Company reserves the right to recover from you all expenses incurred with regard to any training and development, special education, upskilling, or on the job training provided to you in the course of your employment with the Company up to Rs. 50,000/- (Rupees Fifty Thousand only) in addition to the notice pay. However, the Company reserves the right not to accept payment in lieu of notice and at its sole discretion enforce the notice period.
7. You will be entitled to twenty-one working days' leave per annum to be taken by agreement with the Company. Accumulation/carry-forward of leave will be governed as per existing Company policy on the subject.
8. Absence for a continuous period of three days without prior approval of your superior, (including overstay of leave/training), would be treated as the abandonment of service and can lead to your services being terminated without notice. In such an eventuality the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, upskilling or on-the-job training provided to you in the course of your employment with the Company up to Rs. 50,000/-.

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardente Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048  
CIN: AA15099 | Email: info@quberootanalytics.com | www.quberootanalytics.com | T: 080 41112221

9. You will automatically retire on attaining the age of 58 years. Whilst employed by the Company:
  - a. You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.
  - b. You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.
  - c. Except in the proper course of employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval. All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential.
  - d. You confirm that there is no litigation/conviction against you before any Court of law that involves any criminal offenses involving moral turpitude.
10. You confirm that you have disclosed fully all of your business interests in the Company – whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between **QubeRoot Analytics LLP** and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.
11. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.
12. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material, and memos whether in hard or soft copy which is in your possession or custody.
13. Any violation of the above-mentioned or any other Company procedures and policies would attract action as per Company disciplinary policy in force, including and up to termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay. All other terms and conditions will be governed by the Company's policies as stated from time to time.

For **QubeRoot Analytics LLP**

*N. Surendher*



Surendher Nagaraj  
Founder & CEO

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardente Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048  
CIN: AAL5088 | Email: [info@quberootanalytics.com](mailto:info@quberootanalytics.com) | [www.quberootanalytics.com](http://www.quberootanalytics.com) | T: 080 41112221

**ANNEXURE-2**

**Name:** Keerthanajali. V

**Position:** Trainee - Software Engineer

Component	INR per Annum
Basic Salary	₹ 90,000.00
Basket of Allowances*	₹ 1,24,200.00
<b>Gross Salary</b>	<b>₹ 2,14,200.00</b>
Provident Fund (Employer)	₹ 10,800.00
<b>Total Cost to Company</b>	<b>₹ 2,25,000.00</b>

**Benefits Over & Above CTC:**

As per the Payment of Gratuity Act 1972, you will be eligible for Gratuity.

You will be eligible for Group Medical Insurance covering employee, spouse, and two children for 2 lakhs per annum if married. If not married, only the employee is covered under the GMI.

You will be eligible for personal accident insurance covering only the employee for 5 lakhs per annum.

**Note:** If entitled, you will be reimbursed relocation expenses as per Company policy. As per EPF and MP Act 1952, 12% of your basic salary will be deducted towards PF as Employee contribution.

\*The Basket of Allowances includes components such as HRA, Medical Allowances, LTA & Conveyance. You may be eligible for all the allowances or a combination of them, depending on other factors. Please contact HR staffing for further details regarding the components you are eligible for and the limits there under that apply to you.

For **QubeRoot Analytics LLP**

*N. Surendher*



Surendher Nagaraj  
Founder & CEO

Office Address:

#1313, 3<sup>rd</sup> Floor, Ardent Office One, ITPL Main Road, Hoodi Circle, Mahadevapura Post, Bangalore - 560048  
CIN: AA15098 | Email: info@quberootalytics.com | www.quberootalytics.com | T: 080 41112221

21-Oct

**Mr. Aravinddakashan Ks**

4/111 Srinivasa Nagar

Servarayanpalayam, Kadayampatti(Po), Bhavani,

Erode-638312

**Dear Aravinddakashan,**

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

**Probation**

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

AVA Software Pvt. Ltd.,

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,

Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

**Confidentiality and Non Disclosure**

You are expected to maintain utmost secrecy in regard to the affairs of the company and shall keep confidential all information , instruments, documents, etc relating to the company that may come to your professional knowledge during your assignment With the company.

**Conflict of interest Guidelines.**

You shall diligently adhere to the following guidelines and policy of the company and to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly , you must avoid activities, which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the company

**Roles and Responsibilities**

The roles, responsibilities and duties appropriate to your designation or your employment, will be specified by Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and its affiliates and their employees, contractors and clients. In view of the trust and confidence reposed in you, you must effectively perform to ensure results and you will be expected to work extra hours to achieve the set targets, whenever the job so requires.

**Working Hours**

You are expected to comply with the normal working hours(discussed during the interview) as declared by the Company or project requirements. You may be required to work on a shift basis. Company may, at any time and its sole discretion, change the shift timings upon notice to you.

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**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

**Leave Eligibility:**

You are entitled to Leave benefits during your employment with the company. Annual Eligibility of Earned Leave will depend on the length of service of the associate. Associates are also entitled to sick leave and any associate shall be entitled to maternity/paternity leave and benefits specific to gender. Detailed terms and conditions relating to leave eligibility is provided as relevant policies on the intranet. All these policies are subject to change and you shall abide by the updated policies.

**Health Insurance**

The Company will insure you, your spouse and a maximum of 2 Children as dependents for Hospitalization as per the policy for an amount of Rs.2,00,000/-per annum per individual. Details would be made available on joining.

**Termination & Recovery**

- (i) The Company may terminate this contract and the Employee's employment at any time.
- (ii) Upon termination of employment with the company, the Employee shall forthwith return to the company all the assets and property of the company i.e., documents, files, books paper, memos, or any other property of the company in your possession or under Employee control.
- (iii) The employee shall commit to be in the employment of the company at least for a period of 24 months, considering the substantial expenditure incurred by the Employer Company in India and Overseas towards training/certification on Employee's account. In case if any employee decides to resign any time after the 1<sup>st</sup> month of internship/training Period without serving the 24 months service with us as a full-term employee after completing 6 months internship, the Employee shall be liable to compensate the Employer a sum of Rs. 1,50,000/- (Rupees One Lakh and Fifty thousand Only) to cover the loss incurred by the Employer in recruiting/training Employee and also for similar expenses to be incurred by the Employer on another person to be inducted as successor in the office and also considering disruption in continuity in the office, failing which will lead to legal action.

AVA Software Pvt. Ltd.,

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**Website:** <http://www.avasoft.com>

(iv) Employee undertakes that he/she will not take up any other employment while he/she is under the contract and further undertakes to obtain prior consent from the Company before taking up any other employment.

(v) In case wherein the employee resigns within a period of 24 months from the date of Joining, the entire amount of expenses reimbursed/buy out cost/Joining Bonus/relocation expense/Certification cost paid to him/her will be recovered as part of the full and final settlement.

#### **Non – Competition**

(a) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not hire or attempt to hire any current employees of Company.

(b) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not solicit business from current clients or clients who have retained the Company in the 2 years period immediately preceding the employee's termination.

#### **Notice Period**

The employee may terminate the contract of employment by giving 3 months written notice to the Company. The waiver of notice period fully or partially is at the Company's sole discretion. However, Company will also be entitled to terminate the contract of employment without assigning any reasons thereof.

#### **Pre-Employment Screening:**

The employment offer is contingent upon the satisfactory outcome of the pre-employment screening activities(including background checks, reference check of former employment/s or such other checks as may be deemed right by the company). Please be advised that company's policy provides that misrepresentation of an individual's qualifications, credentials etc in securing employment at the company may be grounds of dismissal with immediate effect.

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**Dispute**

Any dispute that arises between parties will be referred to the Sole Arbitrator appointed by the Employer and the same is governed by the Arbitration and conciliation Act 1996. Any dispute between us and employee will be handled in Chennai courts only.

Upon joining you will be expected to follow the 'Employment terms and conditions' document with us which will outline the basic expectations from employees.

Kindly sign the copy of this letter as a token of your acceptance and return it to the undersigned on or before 10th Oct 2021.

Sincerely,



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**Anthea Vicky**

**Human Resources**

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**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

**Professional Ethics:**

As an organisation which believes in professionalism and performance every employee will be expected to uphold professional ethics when dealing with company's money, material, documents and assets, and violation of the Company's code or leakage of the Company's trade/business secrets that is directly or indirectly attributable to the concerned person. If you are found guilty, at any point of time, of moral turpitude or dishonesty in dealing with the Company's money, material or documents or of theft of misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in this letter. Also you would be liable to pay the damage quantified by the Company for breach of any terms and conditions mentioned in this letter. You shall not divulge, communicate or pass on any information, secrets which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. Company information on devices, media, social media, e-mail, fax, printout or photos need to be handled with strict confidentiality. You shall not communicate, in any manner, any information regarding your remuneration/terms of employment to any other employee of the company except your immediate superior. Indulgence in such activities or any violation of this norm shall lead to termination of your service immediately and will be taken proper legal actions.

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**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

Compensation Break Up		
Name	Aravinddakshan Ks	
Designation	Trainee Engineer	
A – Base Component	Monthly (Rs.)	Annual (Rs.)
Basic	15000	180000
HRA	7500	90000
Total of A	22500	270000
B – Basket of Allowances		
Medical Allowances	700	8400
Total of B	700	8400
C- Retirals		
Provident Fund	1800	21600
Total of C	1800	21600
Total (A+B+C)	25000	300000

For AVA SOFTWARE Pvt. Ltd.,

To AVA SOFTWARE Pvt. Ltd.,



Anthea Vicky

Human Resources

Aravinddakshan Ks

Trainee Engineer



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218132701/Chennai**  
**Date: 03/11/2021**

Mr. Aravinddakshan Ks  
4/111Srinivasa Nagar,  
Gas Godown Backside,  
Bhavani-638312,  
Tamil Nadu.  
Tel# -

Dear Aravinddakshan Ks,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.



## **PERFORMANCE PAY**

### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



## 1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

## 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

## Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

## Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

## Loans

You will be eligible for loans, as per TCSL's loan policy.

## Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



## **RETIRALS**

### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.





### **3. Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

### **4. Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

### **5. Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### **6. Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

### **7. Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

### **8. Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

## **9. Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

## **10. Service Agreement**

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

## **11. Work in SBWS mode**

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

## **12. Overseas International Assignment Agreement**

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

### **13. Terms and Conditions**

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

### **14. TATA Code of Conduct**

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

### **15. Notice Period**

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

### **16. Retirement**

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

### **17. Pre-employment Medical Certificate**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TC SL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

### 18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

### 19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

### 20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

\*There is no criminal offence registered/pending against you

\*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

\*PAN Card (Permanent Account Number)

\*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

\*Passport

\*NSR E-Card

## **21. TCS Xperience Program**

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

## **22. Letter of Appointment**

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

## **23. Rules and Regulations of the Company**

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

#### **24. Compliance to all clauses**

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

#### **25. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

*Girish V. Nandimath*

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



[Click here](#) or use a QR code scanner from your mobile  
to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms



## GROSS SALARY SHEET

Annexure 1

Name	Aravinddakshan Ks
Designation	Assistant System Engineer-Trainee
Institute Name	Excel Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
<b>Xplore/ Learning Incentive****</b>		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752



## Annexure 2

<b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, <del>Sandhinagar</del> - 382007	<b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka
<b>Bhubaneswar</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	<b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
<b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	<b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309, UP
<b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam	<b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
<b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil hatod, Indore - 452018, Madhya Pradesh	<b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords
<b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	<b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
<b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	<b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra
<b>Trivandrum</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O., Trivandrum - 695581, India	



## Annexure 3

### Confidentiality and IP Terms and Conditions

#### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



## **2. Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## **3. Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



#### **4. Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### **5. Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### **6. Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### **7. Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

#### **8. Restriction on Associate's Rights**

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

#### **9. No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



## 10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

## 11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



## Congratulations! You have a job offer for Specialist Programmer Role

1 message

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

Wed, 16 Feb 2022 at 9:42 pm

To: aravinddakshan2001@gmail.com <aravinddakshan2001@gmail.com>

Dear Aravinddakshan,

Congratulations!

You have cleared the pre-placement interview through Specialist Programmer/ Digital Specialist Engineer Off Campus Drive to receive a job offer for the **Specialist Programmer** role at Infosys.

The Power Programmer role has been redefined as the Specialist Programmer (SP) role. Power Programmer is now a career stream that comprises development and growth charter for each programmer who joins the Infosys Strategic Technology Group as a Specialist Programmer. Therefore, the Specialist Programmer is now an entry-level role in the Power Programmer stream at Infosys.

Specialist Programmers are programming 'polyglots' who are experts in deep programming, full-stack capabilities, high complexity coding, developing rapid applications/platforms, and building technology-enabled solutions. They work across Infosys business units on high-impact projects for next-generation transformation initiatives and to accelerate innovation delivery.

The compensation offered for this role is **INR 9.5 lakhs per annum**.

*Please note, this is a conditional job offer subject to your background verification.*

Please feel free to write to us at [talent.acquisition@infosys.com](mailto:talent.acquisition@infosys.com) for any clarifications.

Regards,

Talent Acquisition

Infosys



### Letter of Intent

.. Pooja Sivaraman .....this is with reference to your application and the interview you had with us. We are pleased to offer you as "**Resource Executive**" with our organization JOBWORLD INDIA PVT LTD effective from 16th March 2022

*Please find below the following documents required for further process:*

- Copy of Degree / Diploma / other qualification certificates **with original and Photocopy**
- Copy of PAN CARD **Original and Photocopy**
- Identification Proof (Copy of Passport / Aadhaar / Voter's Identification card / Ration Card etc.) **Original and Photocopy**
- Proof of date of birth (passport / SSC certificate/any other) . **Original and Photocopy.**
- 3 passport size Photographs

**Note: Reporting Timing is 9:30 AM.**

Thanks & Regards,  
Rajeswari B  
Mobile :07997002009  
Assistant Manager- Human Resource

### JOBWORLD INDIA PRIVATE LTD

**WELCOME LETTER**

Date: 15 May 2022

To

POOJA S  
7330819070  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022**\_subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- **Salary Monthly CTC -13000**
- **Salary & Special allowance – Total Salary (CTC) : 18000**
- Your employment is subject to the clearance of Document verification.
- **Hostel available (Accommodation & Food – FREE)**
- This offer-letter is valid only up-to the given Joining date.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

TO

NIVASHINI D  
9715505380  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of “Executive – Assembly” in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022** subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- **Salary Monthly CTC -13000**
- **Salary & Special allowance – Total Salary (CTC) : 18000**
- Your employment is subject to the clearance of Document verification.
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- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

07<sup>th</sup> Dec 2021

Amal K  
BE- CSE  
Excel Engineering College  
Namakkal



Dear Amal K,

Sub: Offer for the position of Associate

Further to our discussions, we have pleasure in provisionally offering you the position of Associate at Level C1 for IT Services. Your date of joining would be informed later.

Your Cost to the Company, will be Rs.4,00,000/- PA. You will have to sign a commitment for 3 yrs for the job training and deployment into projects. Your work location will be informed prior at your time of joining.

Please submit the following documents on the day of joining.

19. Educational Certificates: Originals (for verification) & Photocopies
  - a. Secondary & Higher Secondary
  - b. UG & PG Provisional/All Mark sheets/Degree Certificate
20. Additional relevant certifications
21. ID Proof (PAN Card/Voters ID/Passport/Driving License/Aadhar Card) - (Originals & Photocopies)
22. Address Proof(Ration Card/Voters ID/Aadhar Card/Passport) (only photocopy)
23. Recent colour photograph(Professional background)
  - a. Passport size - 5 nos
  - b. Stamp size - 5 nos
24. Medical examination report (Medical Letter will be issued by the HR)

Upon receipt of the above documents, an appointment letter with a detailed break up of your compensation and HR policy extracts will be issued to you on the date of joining. This offer is valid subject to the following:


- Genuineness of the documents submitted by you;
- Satisfactory reference checks and
- Pre-employment medical health examination

Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment.

Please feel free to contact for any further clarification.

Yours faithfully,

For eNoah iSolution India Private Limited.,

  
Rajeshkumar G  
Assistant General Manager - Human Resources



Agreed & Accepted(Date)

### eNoah iSolution India Private Limited

Regd. Office : Elnet Software City, 3<sup>rd</sup> Floor, Rajiv Gandhi Salai, Taramani, Chennai-600113, India. Phone : +91-44- 40286900 /20/ 40 Fax : +91-44- 40286910.

Coimbatore Office : Classic Towers, 5<sup>th</sup> & 9<sup>th</sup> Floor, Door No.101, 1547, Trichy Road, Coimbatore - 641018, India. Phone :+91-442-2301714

Indore Office : NRK Business Park, 6<sup>th</sup> Floor, 603 B, Block No.B 1, Scheme No.94, P.U. Indore - 452010, India

www.enoahisolution.com / CIN U72300TN2005PTC058178



CSE arunkumarkg &lt;kgarunkumar.eec@excelcolleges.com&gt;

**Fwd: Infosys Campus Recruitment Program: Congratulations, you have a job offer**

AMAL K <amal1912000@gmail.com>  
To: kgarunkumar.eec@excelcolleges.com

Thu, Apr 21, 2022 at 11:35 AM

----- Forwarded message -----

From: **Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>  
Date: Mon, Mar 28, 2022, 6:43 PM  
Subject: **Infosys Campus Recruitment Program: Congratulations, you have a job offer**  
To: **Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>

Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

**Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role.** The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys

Amarnath R  
BE- CSE  
Excel Engineering College  
Mamakkal

Dear Amarnath R,

Sub: Offer for the position of Associate

Further to our discussions, we have pleasure in provisionally offering you the position of Associate at Level C1 for IT Services. Your date of joining would be informed later.

Your Cost to the Company will be Rs.4,00,000/- PA. You will have to sign a commitment for 3 yrs for the job training and deployment into projects. Your work location will be informed prior at your time of joining.

Please submit the following documents on the day of joining.

25. Educational Certificates: Originals (for verification) & Photocopies
  - a. Secondary & Higher Secondary
  - b. UG & PG - Provisional/All Mark sheets/Degree Certificate
26. Additional relevant certifications
27. ID Proof (PAN Card/Voters ID/Passport/Driving License/Aadhar Card) (Originals & Photocopies)
28. Address Proof(Ration Card/Voters ID/Aadhar Card/Passport) (only photocopy)
29. Recent colour photograph(Professional background)
  - a. Passport size - 5 nos
  - b. Stamp size - 5 nos
30. Medical examination report (Medical Letter will be issued by the HR)

Upon receipt of the above documents, an appointment letter with a detailed break up of your compensation and HR policy extracts will be issued to you on the date of joining. This offer is valid subject to the following:

- Genuineness of the documents submitted by you;
- Satisfactory reference checks and
- Pre-employment medical health examination

Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment.

Please feel free to contact for any further clarification.

Yours faithfully,

For eNoah iSolution India Private Limited.,

  
Rajeshkumar G  
Assistant General Manager - Human Resources

  
Agreed & Accepted(Date)

### eNoah iSolution India Private Limited

Regd. Office : Elnet Software City, 3rd Floor, Rajiv Gandhi Salai, Taramani, Chennai-600113, India. Phone : +91-44-40286900/20/40 Fax : +91-44-40286910.

Coimbatore Office : Classic Towers, 5<sup>th</sup> & 9<sup>th</sup> Floor, Door No.101, 1547, Trichy Road, Coimbatore - 641018, India. Phone :+91-442-2301714

Indore Office : NRI Business Park, 6<sup>th</sup> Floor, 603-B, Block No.B 1, Scheme No.94, P.U, Indore - 452010, India

www.enoahisolution.com / CIN U72300TN2005PTC058178

07<sup>th</sup> Dec 2021



Annapoorani S  
B.E. - CSE  
Excel Engineering College  
Namakkal

Dear Annapoorani S,

Sub: Offer for the position of Associate

Further to our discussions, we have pleasure in provisionally offering you the position of Associate at Level C1 for IT Services. Your date of joining would be informed later.

Your Cost to the Company will be Rs.4,00,000/- PA. You will have to sign a commitment for 3 yrs for the job training and deployment into projects. Your work location will be informed prior at your time of joining.

Please submit the following documents on the day of joining.

13. Educational Certificates: Originals (for verification) & Photocopies
  - a. Secondary & Higher Secondary
  - b. UG & PG - Provisional/All Mark sheets/Degree Certificate
14. Additional relevant certifications
15. ID Proof (PAN Card/Voters ID/Passport/Driving License/Aadhar Card) (Originals & Photocopies)
16. Address Proof(Ration Card/Voters ID/Aadhar Card/Passport) (only photocopy)
17. Recent colour photograph(Professional background)
  - a. Passport size - 5 nos
  - b. Stamp size - 5 nos
18. Medical examination report (Medical Letter will be issued by the HR)

Upon receipt of the above documents, an appointment letter with a detailed break up of your compensation and HR policy extracts will be issued to you on the date of joining. This offer is valid subject to the following:


- Genuineness of the documents submitted by you;
- Satisfactory reference checks and
- Pre-employment medical health examination

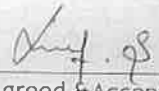
Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment.

Please feel free to contact for any further clarification.

Yours faithfully,

For eNoah iSolution India Private Limited.,

  
Rajeshkumar G  
Assistant General Manager - Human Resources

  
Agreed & Accepted(Date)

**eNoah iSolution India Private Limited**

Regd. Office : Elnet Software City, 3<sup>rd</sup> Floor, Rajiv Gandhi Salai, Taramani, Chennai-600113, India. Phone : +91-44- 40286900 /20/ 40 Fax : +91-44- 40286910.

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[www.enoahisolution.com](http://www.enoahisolution.com) / CIN U72300TN2005PTC058178

07<sup>th</sup> Dec 2021

Bharath Praveen D  
BE- CSE  
Excel Engineering College  
Namakkal



Dear Bharath Praveen D,

Sub: Offer for the position of Associate

Further to our discussions, we have pleasure in provisionally offering you the position of Associate at Level C1 for IT Services. Your date of joining would be informed later.

Your Cost to the Company will be Rs.4,00,000/- PA. You will have to sign a commitment for 3 yrs for the job training and deployment into projects. Your work location will be informed prior at your time of joining.

Please submit the following documents on the day of joining.

67. Educational Certificates: Originals (for verification) & Photocopies
  - a. Secondary & Higher Secondary
  - b. UG & PG - Provisional/All Mark sheets/Degree Certificate
68. Additional relevant certifications
69. ID Proof (PAN Card/Voters ID/Passport/Driving License/Aadhar Card) - (Originals & Photocopies)
70. Address Proof(Ration Card/Voters ID/Aadhar Card/Passport) (only photocopy)
71. Recent colour photograph(Professional background)
  - a. Passport size - 5 nos
  - b. Stamp size - 5 nos
72. Medical examination report (Medical Letter will be issued by the HR)

Upon receipt of the above documents, an appointment letter with a detailed break up of your compensation and HR policy extracts will be issued to you on the date of joining. This offer is valid subject to the following:

- Genuineness of the documents submitted by you;
- Satisfactory reference checks and
- Pre-employment medical health examination.

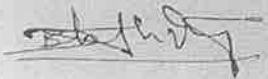
Your commencement of employment with us is **contingent upon your acceptance of this offer and our terms of employment.**

Please feel free to contact for any further clarification.

Yours faithfully,

For eNoah iSolution India Private Limited.,

  
Rajeshkumar G  
Assistant General Manager - Human Resources

  
Agreed & Accepted (Date)

### eNoah iSolution India Private Limited

Regd. Office : Elnet Software City, 3<sup>rd</sup> Floor, Rajiv Gandhi Salai, Taramani, Chennai-600113, India. Phone : +91-44- 40286900 /20/ 40 Fax : +91-44- 40286910.

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www.enoahisolution.com | CIN U72300TN2005PTC058178



07<sup>th</sup> Dec 2021

Jhon Rai  
BE- CSE  
Excel Engineering College  
Namakkal



Dear Jhon Rai,

Sub: Offer for the position of Associate

Further to our discussions, we have pleasure in provisionally offering you the position of Associateat Level C1 for IT Services. Your date of joining would be informed later.

Your Cost to the Company will be Rs.4,00,000/- PA. You will have to sign a commitment for 3 yrs for the job training and deployment into projects. You work location will be informed prior at your time of joining.

Please submit the following documents on the day of joining.

7. Educational Certificates: Originals (for verification) & Photocopies
  - a. Secondary & Higher Secondary
  - b. UG & PG Provisional/All Mark sheets/Degree Certificate
8. Additional relevant certifications
9. ID Proof (PAN Card/Voters ID/Passport/Driving License/Aadhar Card) - (Originals & Photocopies
10. Address Proof(Ration Card/Voters ID/Aadhar Card/Passport) (only photocopy)
11. Recent colour photograph(Professional background)
  - a. Passport size - 5 nos
  - b. Stamp size - 5 nos
12. Medical examination report (Medical Letter will be issued by the HR)

Upon receipt of the above documents, an appointment letter with a detailed break up of your compensation and HR policy extracts will be issued to you on the date of joining. This offer is valid subject to the following:

- Genuineness of the documents submitted by you;
- Satisfactory reference checks and
- Pre-employment medical health examination

Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment.

Please feel free to contact for any further clarification.

Yours faithfully,

For eNoahSolution India Private Limited.,

Rajeshkumar G  
Assistant General Manager - Human Resources

Agreed &Accepted(Date)

### eNoah iSolution India Private Limited

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www.enoahisolution.com / CIN U72300TN2005PTC058178

07<sup>th</sup> Dec 2021

Vanithasree S  
B.E. CSE  
Excel Engineering College  
Namakkal



Dear Vanithasree S,

Sub: Offer for the position of Associate

Further to our discussions, we have pleasure in provisionally offering you the position of Associate at Level C1 for IT Services. Your date of joining would be informed later.

Your Cost to the Company will be Rs.4,00,000/- PA. You will have to sign a commitment for 3 yrs for the job training and deployment into projects. Your work location will be informed prior at your time of joining.

Please submit the following documents on the day of joining.

31. Educational Certificates: Originals (for verification) & Photocopies
  - a. Secondary & Higher Secondary
  - b. UG & PG - Provisional/All Mark sheets/Degree Certificate
32. Additional relevant certifications
33. ID Proof (PAN Card/Voters ID/Passport/Driving License/Aadhar Card) - (Originals & Photocopies)
34. Address Proof (Ration Card/Voters ID/Aadhar Card/Passport) (only photocopy)
35. Recent colour photograph (Professional background)
  - a. Passport size - 5 nos
  - b. Stamp size - 5 nos
36. Medical examination report (Medical Letter will be issued by the HR)

Upon receipt of the above documents, an appointment letter with a detailed break up of your compensation and HR policy extracts will be issued to you on the date of joining. This offer is valid subject to the following:

- Genuineness of the documents submitted by you;
- Satisfactory reference checks and
- Pre-employment medical health examination


Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment.

Please feel free to contact for any further clarification.

Yours faithfully,

For eNoah iSolution India Private Limited.,

  
Rajeshkumar G  
Assistant General Manager - Human Resources

  
Agreed & Accepted (Date)

### eNoah iSolution India Private Limited

Regd. Office : Elnet Software City, 3rd Floor, Rajiv Gandhi Salai, Taramani, Chennai-600113, India. Phone : +91-44- 40286900 /20/ 40 Fax : +91-44- 40286910.

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www.enoahisolution.com / CIN U72300TN2005PTC058178

21-Oct

**Mr. Abdulraguman A**

19, M.G.R Street

Anthiyur

Erode-638501.

**Dear Abdulraguman,**

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

**Probation**

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

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**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

**Confidentiality and Non Disclosure**

You are expected to maintain utmost secrecy in regard to the affairs of the company and shall keep confidential all information , instruments, documents, etc relating to the company that may come to your professional knowledge during your assignment With the company.

**Conflict of interest Guidelines.**

You shall diligently adhere to the following guidelines and policy of the company and to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly , you must avoid activities, which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the company

**Roles and Responsibilities**

The roles, responsibilities and duties appropriate to your designation or your employment, will be specified by Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and its affiliates and their employees, contractors and clients. In view of the trust and confidence reposed in you, you must effectively perform to ensure results and you will be expected to work extra hours to achieve the set targets, whenever the job so requires.

**Working Hours**

You are expected to comply with the normal working hours(discussed during the interview) as declared by the Company or project requirements. You may be required to work on a shift basis. Company may, at any time and its sole discretion, change the shift timings upon notice to you.

**Leave Eligibility:**

You are entitled to Leave benefits during your employment with the company. Annual Eligibility of Earned Leave will depend on the length of service of the associate. Associates are also entitled to sick leave and any associate shall be entitled to maternity/paternity leave and benefits specific to gender. Detailed terms and conditions relating to leave eligibility is provided as relevant policies on the intranet. All these policies are subject to change and you shall abide by the updated policies.

**Health Insurance**

The Company will insure you, your spouse and a maximum of 2 Children as dependents for Hospitalization as per the policy for an amount of Rs.2,00,000/-per annum per individual. Details would be made available on joining.

**Termination & Recovery**

- (i) The Company may terminate this contract and the Employee's employment at any time.
- (ii) Upon termination of employment with the company, the Employee shall forthwith return to the company all the assets and property of the company i.e., documents, files, books paper, memos, or any other property of the company in your possession or under Employee control.
- (iii) The employee shall commit to be in the employment of the company at least for a period of 24 months, considering the substantial expenditure incurred by the Employer Company in India and Overseas towards training/certification on Employee's account. In case if any employee decides to resign any time after the 1<sup>st</sup> month of internship/training Period without serving the 24 months service with us as a full-term employee after completing 6 months internship, the Employee shall be liable to compensate the Employer a sum of Rs. 1,50,000/- (Rupees One Lakh and Fifty thousand Only) to cover the loss incurred by the Employer in recruiting/training Employee and also for similar expenses to be incurred by the Employer on another person to be inducted as successor in the office and also considering disruption in continuity in the office, failing which will lead to legal action.

---

**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

(iv) Employee undertakes that he/she will not take up any other employment while he/she is under the contract and further undertakes to obtain prior consent from the Company before taking up any other employment.

(v) In case wherein the employee resigns within a period of 24 months from the date of Joining, the entire amount of expenses reimbursed/buy out cost/Joining Bonus/relocation expense/Certification cost paid to him/her will be recovered as part of the full and final settlement.

#### **Non – Competition**

(a) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not hire or attempt to hire any current employees of Company.

(b) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not solicit business from current clients or clients who have retained the Company in the 2 years period immediately preceding the employee's termination.

#### **Notice Period**

The employee may terminate the contract of employment by giving 3 months written notice to the Company. The waiver of notice period fully or partially is at the Company's sole discretion. However, Company will also be entitled to terminate the contract of employment without assigning any reasons thereof.

#### **Pre-Employment Screening:**

The employment offer is contingent upon the satisfactory outcome of the pre-employment screening activities(including background checks, reference check of former employment/s or such other checks as may be deemed right by the company). Please be advised that company's policy provides that misrepresentation of an individual's qualifications, credentials etc in securing employment at the company may be grounds of dismissal with immediate effect.

**Professional Ethics:**

As an organisation which believes in professionalism and performance every employee will be expected to uphold professional ethics when dealing with company's money, material, documents and assets, and violation of the Company's code or leakage of the Company's trade/business secrets that is directly or indirectly attributable to the concerned person. If you are found guilty, at any point of time, of moral turpitude or dishonesty in dealing with the Company's money, material or documents or of theft or misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in this letter. Also you would be liable to pay the damage quantified by the Company for breach of any terms and conditions mentioned in this letter. You shall not divulge, communicate or pass on any information, secrets which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. Company information on devices, media, social media, e-mail, fax, printout or photos need to be handled with strict confidentiality. You shall not communicate, in any manner, any information regarding your remuneration/terms of employment to any other employee of the company except your immediate superior. Indulgence in such activities or any violation of this norm shall lead to termination of your service immediately and will be taken proper legal actions.

---

**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

Compensation Break Up		
Name	Abdulraguman A	
Designation	Trainee Engineer	
A – Base Component	Monthly (Rs.)	Annual (Rs.)
Basic	15000	180000
HRA	7500	90000
Total of A	22500	270000
B – Basket of Allowances		
Medical Allowances	700	8400
Total of B	700	8400
C- Retirals		
Provident Fund	1800	21600
Total of C	1800	21600
Total (A+B+C)	25000	300000

For AVA SOFTWARE Pvt. Ltd.,

To AVA SOFTWARE Pvt. Ltd.,

*S. Anthea Vicky*

Anthea Vicky

Human Resources

Abdulraguman A

Trainee Engineer



**Dispute**

Any dispute that arises between parties will be referred to the Sole Arbitrator appointed by the Employer and the same is governed by the Arbitration and conciliation Act 1996. Any dispute between us and employee will be handled in Chennai courts only.

Upon joining you will be expected to follow the 'Employment terms and conditions' document with us which will outline the basic expectations from employees.

Kindly sign the copy of this letter as a token of your acceptance and return it to the undersigned on or before 10th Oct 2021.

Sincerely,



---

**Anthea Vicky**

**Human Resources**

**21-Oct**

**Ms. Thanga jenitta M**  
121/A, Mela Shanmugapuram  
2nd street  
Thoothukudi

**Dear Thanga jenitta,**

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

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You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

---

**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,  
Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

**Confidentiality and Non Disclosure**

You are expected to maintain utmost secrecy in regard to the affairs of the company and shall keep confidential all information , instruments, documents, etc relating to the company that may come to your professional knowledge during your assignment With the company.

**Conflict of interest Guidelines.**

You shall diligently adhere to the following guidelines and policy of the company and to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly , you must avoid activities, which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the company

**Roles and Responsibilities**

The roles, responsibilities and duties appropriate to your designation or your employment, will be specified by Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and its affiliates and their employees, contractors and clients. In view of the trust and confidence reposed in you, you must effectively perform to ensure results and you will be expected to work extra hours to achieve the set targets, whenever the job so requires.

**Working Hours**

You are expected to comply with the normal working hours(discussed during the interview) as declared by the Company or project requirements. You may be required to work on a shift basis. Company may, at any time and its sole discretion, change the shift timings upon notice to you.

**Leave Eligibility:**

You are entitled to Leave benefits during your employment with the company. Annual Eligibility of Earned Leave will depend on the length of service of the associate. Associates are also entitled to sick leave and any associate shall be entitled to maternity/paternity leave and benefits specific to gender. Detailed terms and conditions relating to leave eligibility is provided as relevant policies on the intranet. All these policies are subject to change and you shall abide by the updated policies.

**Health Insurance**

The Company will insure you, your spouse and a maximum of 2 Children as dependents for Hospitalization as per the policy for an amount of Rs.2,00,000/-per annum per individual. Details would be made available on joining.

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- (i) The Company may terminate this contract and the Employee's employment at any time.
- (ii) Upon termination of employment with the company, the Employee shall forthwith return to the company all the assets and property of the company i.e., documents, files, books paper, memos, or any other property of the company in your possession or under Employee control.
- (iii) The employee shall commit to be in the employment of the company at least for a period of 24 months, considering the substantial expenditure incurred by the Employer Company in India and Overseas towards training/certification on Employee's account. In case if any employee decides to resign any time after the 1<sup>st</sup> month of internship/training Period without serving the 24 months service with us as a full-term employee after completing 6 months internship, the Employee shall be liable to compensate the Employer a sum of Rs. 1,50,000/- (Rupees One Lakh and Fifty thousand Only) to cover the loss incurred by the Employer in recruiting/training Employee and also for similar expenses to be incurred by the Employer on another person to be inducted as successor in the office and also considering disruption in continuity in the office, failing which will lead to legal action.

(iv) Employee undertakes that he/she will not take up any other employment while he/she is under the contract and further undertakes to obtain prior consent from the Company before taking up any other employment.

(v) In case wherein the employee resigns within a period of 24 months from the date of Joining, the entire amount of expenses reimbursed/buy out cost/Joining Bonus/relocation expense/Certification cost paid to him/her will be recovered as part of the full and final settlement.

#### **Non – Competition**

(a) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not hire or attempt to hire any current employees of Company.

(b) It is further acknowledged and agreed that following termination of the employee's employment with the Company for any reason the employee shall not solicit business from current clients or clients who have retained the Company in the 2 years period immediately preceding the employee's termination.

#### **Notice Period**

The employee may terminate the contract of employment by giving 3 months written notice to the Company. The waiver of notice period fully or partially is at the Company's sole discretion. However, Company will also be entitled to terminate the contract of employment without assigning any reasons thereof.

#### **Pre-Employment Screening:**

The employment offer is contingent upon the satisfactory outcome of the pre-employment screening activities(including background checks, reference check of former employment/s or such other checks as may be deemed right by the company). Please be advised that company's policy provides that misrepresentation of an individual's qualifications, credentials etc in securing employment at the company may be grounds of dismissal with immediate effect.

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**AVA Software Pvt. Ltd.,**

Bayline Infocity Limited, 1st Floor, Block 2, 33, Rajiv Gandhi Salai,

Navalur, Chennai - 600 130

**Website:** <http://www.avasoft.com>

**Professional Ethics:**

As an organisation which believes in professionalism and performance every employee will be expected to uphold professional ethics when dealing with company's money, material, documents and assets, and violation of the Company's code or leakage of the Company's trade/business secrets that is directly or indirectly attributable to the concerned person. If you are found guilty, at any point of time, of moral turpitude or dishonesty in dealing with the Company's money, material or documents or of theft of misappropriation regardless of the value involved, your services would be terminated with immediate effect, notwithstanding other terms and conditions mentioned in this letter. Also you would be liable to pay the damage quantified by the Company for breach of any terms and conditions mentioned in this letter. You shall not divulge, communicate or pass on any information, secrets which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. Company information on devices, media, social media, e-mail, fax, printout or photos need to be handled with strict confidentiality. You shall not communicate, in any manner, any information regarding your remuneration/terms of employment to any other employee of the company except your immediate superior. Indulgence in such activities or any violation of this norm shall lead to termination of your service immediately and will be taken proper legal actions.

**Dispute**

Any dispute that arises between parties will be referred to the Sole Arbitrator appointed by the Employer and the same is governed by the Arbitration and conciliation Act 1996. Any dispute between us and employee will be handled in Chennai courts only.

Upon joining you will be expected to follow the 'Employment terms and conditions' document with us which will outline the basic expectations from employees.

Kindly sign the copy of this letter as a token of your acceptance and return it to the undersigned on or before 10th Oct 2021.

Sincerely,



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**Anthea Vicky**

**Human Resources**

Compensation Break Up		
Name	Thanga jenitta M	
Designation	Trainee Engineer	
A – Base Component	Monthly (Rs.)	Annual (Rs.)
Basic	15000	180000
HRA	7500	90000
Total of A	22500	270000
B – Basket of Allowances		
Medical Allowances	700	8400
Total of B	700	8400
C- Retirals		
Provident Fund	1800	21600
Total of C	1800	21600
Total (A+B+C)	25000	300000

For AVA SOFTWARE Pvt. Ltd.,

To AVA SOFTWARE Pvt. Ltd.,

*S. Anthea Vicky*

**Anthea Vicky**

**Human Resources**

**Thanga jenitta M**

**Trainee Engineer**





November 12, 2021

Mr. ABHINAV V.P,  
Excel Engineering Collage,  
Erode.

## **Offer Letter**

**Private and confidential**

Dear Mr. ABHINAV V.P,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

**For Onebill Software India Private Limited**

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**Muthukumar**  
**Authorized Signatory**

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

Exhibit ASALARY BREAKUP

Employee Name	Mr. ABHINAV V.P
Designation	Software Engineer - Trainee
Salary Breakup	
Pay Particulars	Amount (in INR)/month
Basic	15,000
PF (Employer's contribution)	1,800
Gratuity	560
Group Medical	1,018
Special Allowance	14,955
<b>Monthly CTC</b>	<b>33,333</b>
<b>Annual CTC</b>	<b>4,00,000</b>



---

Muthukumar  
Authorized Signatory

November 12, 2021

onebill

Mr.Ajay Kumar Gupta ,  
Excel Engineering Collage,  
Erode.

## **Offer Letter**

**Private and confidential**

Dear Mr. Ajay Kumar Gupta,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

**For Onebill Software India Private Limited**



---

**Muthukumar**  
**Authorized Signatory**

**OneBill Software India Pvt Ltd.,**

CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

Exhibit ASALARY BREAKUP

Employee Name	Mr. Ajay Kumar Gupta
Designation	Software Engineer - Trainee
Salary Breakup	
Pay Particulars	Amount (in INR)/month
Basic	15,000
PF (Employer's contribution)	1,800
Gratuity	560
Group Medical	1,018
Special Allowance	14,955
<b>Monthly CTC</b>	<b>33,333</b>
<b>Annual CTC</b>	<b>4,00,000</b>



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Muthukumar  
Authorized Signatory

November 12, 2021

onebill

Mr. SANOOJ BABU KAKKOTH,  
Excel Engineering Collage,  
Erode.

## Offer Letter

Private and confidential

Dear Mr. SANOOJ BABU KAKKOTH,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

**For Onebill Software India Private Limited**



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**Muthukumar**  
**Authorized Signatory**

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

**Exhibit A****SALARY BREAKUP**

<b>Employee Name</b>	<b>Mr. SANOOJ BABU KAKKOTH</b>
<b>Designation</b>	<b>Software Engineer - Trainee</b>
<b>Salary Breakup</b>	
<b>Pay Particulars</b>	<b>Amount (in INR)/month</b>
Basic	15,000
PF (Employer's contribution)	1,800
Gratuity	560
Group Medical	1,018
Special Allowance	14,955
<b>Monthly CTC</b>	<b>33,333</b>
<b>Annual CTC</b>	<b>4,00,000</b>

---

**Muthukumar**  
**Authorized Signatory**



placement excel &lt;placement@excelcolleges.com&gt;

**Hakuna Matata - Offer Letter - Krishna Prakash.N - Virtual Drive held on 03rd Feb'2022.****Solution Foryou** <Campusconnect@solution4u.com>

Fri, Feb 25, 2022 at 9:39 PM

To: placement.ed@excelcolleges.com, placement excel &lt;placement@excelcolleges.com&gt;

**Dear Sir,***Greetings !!*

Please find below the **Hakuna Matata - Offer Letter of Krishna Prakash.N** which the Virtual Drive held on 03rd Feb'2022.

Dear Krishna Prakash.N ,

With reference to the discussions that we had with you, we are pleased to appoint you as Trainee - Associate Software Engineer in Hakuna Matata Solutions Pvt Ltd. Your place of posting will be Chennai.

Your Professional Fee per Month will be Rs. 10,000/- during the 3 months Probationary period. The Notice Period during the Probation will be 60 days. If you relive the probation period you have to repay the training and stipend amount to us. Please note that the Management is responsible for the Offer Termination/Confirmation based on your performance in the Probation. After three months, on confirmation the salary will be revised.

We request you to join us on or before March 14, 2022. At the time of joining, please submit the following documents.

1. Photocopy of Address proof , ID Proof, PAN, your passport, certificates, and marksheets in support of your educational qualifications.
2. Relieving letter from your previous employer and last drawn pay slip, if applicable.
3. Two-passport size and two-stamp size color photographs.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please send us confirmation mail as your acceptance.

**Note:**

The Company has sent the Offer Letter to **Krishna Prakash.N** also.

**Any queries, please reach us.**

Looking forward to your reply.

**Thanks & Regards...****Arun****E-mail Id** – campusconnect@solution4u.com**Mobile No** – 9789776401

Date: 30<sup>th</sup> April'2022

Ms. Ramya Moorthi  
6/8 Adhithiravidar Theru,  
Pasur, Erode,  
Tamilnadu - 638154

Dear Ramya,

We take great pleasure in welcoming you to be an integral part of KONE family! We are happy to offer you the position of **Graduate Engineer Trainee** based out of **Ambattur, Chennai**.

The details of the offer are given below. Please note that this offer stands valid subject to you joining us on or before **04<sup>th</sup> July' 2022** and satisfactory pre-employment medical test.

Please find below the proposed salary & benefits during the training tenure (1 year).

SALARY COMPONENTS	PROPOSED SALARY	
	Per Month	Per Annum
<b>STIPEND</b>	15,000	180,000
HOUSE RENT ALLOWANCE		
CONVEYANCE ALLOWANCE		
<b>ACCOMODATION ALLOWANCE</b>	15,000	180,000
PROFESSIONAL DEVELOPMENT ALLOW		
MEDICAL ALLOWANCE		
SPECIAL ALLOWANCE		
LEAVE TRAVEL ALLOWANCE		
<b>GROSS SALARY</b>	<b>30,000</b>	<b>360,000</b>
PF	1,800	21,600
GRATUITY	1,442	17,304
ESI	-	-
<b>SAVINGS &amp; RETIREMENT BENEFITS</b>	<b>3,242</b>	<b>38,904</b>
PERFORMANCE LINKED BONUS (ONTARGET)		
<b>CTC</b>	<b>33,242</b>	<b>398,904</b>

- In addition to the above, the transportation is free of cost.
- Breakfast & Lunch are offered at subsidized rate 15 Rs Per day if you opt for.

We look forward to you having a long and fruitful relationship with KONE.

Once again, wishing you all the best and looking forward to you coming on board at the earliest.

Warm regards,



Aji Tom  
GM CoE – Talent Acquisition & Talent Management



**OFFER LETTER**

27<sup>TH</sup> MARCH 2022

To,  
SHYAM SUNDAR . G - BE(CS)  
Excel Engineering College

Dear Candidate,

With reference to your application and subsequent interview you had with us at **the Campus of your college**, an initiative for the position of **Medical Billing executive**, we are pleased to select you for training and placement program.

You have to attend 15 days ON-JOB CERTIFICATION training. After completion of this training we will conduct the final client assessment for fixing your salary. You can expect the **starting salary from Rs.10000 to Rs.15000 per month** (at metro cities) based on your shift timings, Job Location and training performance. Future growth up to Rs.45000 per month.

**Training Location:** ONLINE or Chennai or Vellore or Salem or Pondicherry.

**Work Location:** Chennai, Salem, Bangalore, Coimbatore, Vellore, Pondicherry, Madurai.

Need to submit below Documents

1. Resume with Photograph
2. ID Proof – Aadhar Card
3. Qualification Proof

**NOTE:**

- You have to submit above mentioned documents on or before 02nd APRIL 2022.
- Need to improve your **typing** speed more than **30 words** per minute.
- You are eligible to join **MEDICAL CODING JOB** after completion of 45 days **ADVANCED CERTIFICATION FOR MEDICAL CODING**. You can speak with your recruiter about this.

Contact us @ 8220213110 / 7200035525 for further process.

Thank you,



Sridhar J  
CEO





## **Tabbdoc**

No.11 1st cross third floor OMLIR Layout Doddabangawadi,

Bangalore 560045

## **MUDDASIR**

#9,12<sup>th</sup> cross 4<sup>th</sup> floor chinnappa garden, Benson town post

Bangalore 560046

Dear : Muddasir

Re: offer letter of Employment

I am delighted to offer you employment on a full-time basis in the role of **FULL STACK DEVELOPER**. It is intended for you to commence your employment on 04-12-2021

### **1.Your position.**

You will be employed on the terms and conditions in this agreement in the role of **FULL STACK DEVELOPER**. In addition to any duties allocated by the employer from time to time, your position will involve duties set out below

### **2.Location.**

You will be based at the address shown below, although we may direct you to work at different locations from time to time

#### **WORK SPACE ADDRESS:**

As mentioned above.

### **3.Probationary period.**

Your employment is subjected to the satisfactory completion of a period **one month**.

### **4.Hours of work.**

**WELCOME LETTER**

Date: 15 May 2022

To

RANJITHA S  
9360368797  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022** subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- **Salary Monthly CTC -13000**
- **Salary & Special allowance – Total Salary (CTC) : 18000**
- Your employment is subject to the clearance of Document verification.
- **Hostel available (Accommodation & Food – FREE)**
- This offer-letter is valid only up-to the given Joining date.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

SANDHIYA S  
6369440881  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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- **Salary Monthly CTC -13000**
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

SANDHIYA T  
6381589075  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

PRIYANKA S  
9629560728  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

SANTHIYA PRIYA G  
8056356610  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of “**Executive – Assembly**” in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

PADMAVATHY K  
9043361218  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**



**WELCOME LETTER**

Date: 15 May 2022

To

JANANI B  
7539943706  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

DEEPA M  
7812885591  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022** subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- **Salary Monthly CTC -13000**
- **Salary & Special allowance – Total Salary (CTC) : 18000**
- Your employment is subject to the clearance of Document verification.
- **Hostel available (Accommodation & Food – FREE)**
- This offer-letter is valid only up-to the given Joining date.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**Letter of Intent**

...S. Viruthiga Devi.....this is with reference to your application and the interview you had with us. We are pleased to offer you as "**Resource Executive**" with our organization JOBWORLD INDIA PVT LTD effective from..16<sup>th</sup> March..2022

Please find below the following documents required for further process:

- Copy of Degree / Diploma / other qualification certificates **with original and Photocopy**
- Copy of PAN CARD **Original and Photocopy**
- Identification Proof (Copy of Passport / Aadhaar / Voter's Identification card / Ration Card etc.) **Original and Photocopy**
- Proof of date of birth (passport / SSC certificate/any other) . **Original and Photocopy.**
- 3 passport size Photographs

**Note: Reporting Timing is 9:30 AM.**

Thanks & Regards,  
Rajeswari B  
Mobile :07997002009  
Assistant Manager- Human Resource

**JOBWORLD INDIA PRIVATE LTD**

**WELCOME LETTER**

Date: 15 May 2022

To

VIRUTHIKA DEVI S  
7094931296  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022**\_subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- **Salary Monthly CTC -13000**
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- Your employment is subject to the clearance of Document verification.
- **Hostel available (Accommodation & Food – FREE)**
- This offer-letter is valid only up-to the given Joining date.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

NANDHINI S  
7708393521  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022**\_subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- **Salary Monthly CTC -13000**
- **Salary & Special allowance – Total Salary (CTC) : 18000**
- Your employment is subject to the clearance of Document verification.
- **Hostel available (Accommodation & Food – FREE)**
- This offer-letter is valid only up-to the given Joining date.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

SAMYAKTHA S  
7010595129  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022**\_subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

TO

MANIMEGALAI M  
7305740053  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
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- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
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- **Salary Monthly CTC -13000**
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**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**

**WELCOME LETTER**

Date: 15 May 2022

To

POOJA A  
7695975260  
EXCEL COLLEGE OF ENGINEERING

Congratulations..!With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of **"Executive – Assembly"** in our organization.

This offer is subject to fulfilment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested.It is understood that our decision to offer you is based on the information given by you in the bio-data/Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- After On-boarding process & Induction, your employment would be subject to the Terms & Conditions of our companies HR-Policy.
- You are hereby agreeing to work at / be transferred to any of our units / departments / clients, affiliate entities and subsidiary companies across India.
- Your Date of Joining will be on **June or July 2022**\_subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
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- **Salary & Special allowance – Total Salary (CTC) : 18000**
- Your employment is subject to the clearance of Document verification.
- **Hostel available (Accommodation & Food – FREE)**
- This offer-letter is valid only up-to the given Joining date.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs
- Educational Qualification Proof - Xerox Copy and Original for verification.
- Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCES**





☎ 044 42601921

✉ info@aastrinaviation.com

🌐 www.aastrinaviation.com

### **On Job Training –Offer Letter**

**PRIVATE**  
AND CONFIDENTIAL

**Date: APRIL 3rd 2022**

AIAG/021(confidential)

**Hrithik R**

**6282816673**

hrithikreji5@gmail.com

**Greetings from Aastrin International Aviation,**

**Dear Hrithik R,**

We are pleased to offer you employment with Aastrin International Aviation. We have much pleasure in confirming the key terms of this offer follows

#### **Date of commencement**

Your employment with the company, subject to completion of all joining formalities. You will be required to enter into appropriate employment agreements with the company on the date of joining (**April 18<sup>th</sup> at 11 AM**) which will have a detailed terms and conditions of your employment with the company and the same training. Until you duly sign the agreement with the company, no relationship (employment, contractual, or otherwise) will exist between the parties

You're selected as **ON JOB TRAINEE** for airlines, after successful completion of your training you are placed in airports for the various position of Back office operation / Ground staff in which the department will be segregate after successful completion of training.

The Company can offer you a salary with benefits for this post CTC INR 2, 64,000/- PA. (HRA + D.A + Conveyance). The designation and Job Location will be fix by Company HRD at time of final process, You have to come with photo-copies of all required documents.

#### **REQUIRED DOCUMENTS BY THE COMPANY HRD.**

- =====
- 1) Photo-copies of Qualification Documents.
  - 2) Photo-copies of Experience Certificates (If any)
  - 3) Photo-copies of Address Proof
  - 4) Two Passport Size Photograph.

You have to deposit as an initial amount in favor of Company HRD Department for Rs. 30,000/- (Thirty Thousand rupees only ) through any bank from your Home City to Company HRD Account via DD in favor of "AASTRIN" payable at Chennai, which will be send to you upon your response. **This is a refundable security deposit within six months.**

**Training Details:**

1. Personality Development & Communication classes will be held in Chennai head office.
2. Practical training in any local airport for 15 to 30 days.
3. Completion of Airline Airport Management Certificate.
4. Your Designations will be assigned once the completion of the training upon the skills.

You are confident that we will be able to offer you a challenging and rewarding career with Aastrin International Aviation.

To accept, sign this full time offer letter as Indicated below and email it back to us.

Yours sincerely,

**For Aastrin International Aviation**

**HR Manager**

I have read, understood and agreed to the terms and conditions as outlined in this offer letter. I am aware and agree that this offer of employment will lapse if the company does not receive my signed acceptance within four working days from the date of this letter.

Signature

\_\_\_\_\_(Signature of the Candidate)

Date:

Place:

Aastrin International Aviation

Modern Tower 3<sup>rd</sup> floor, 23 Westcott Road Royapettah Chennai -600014, India ☎ +91 44 42601921

Mail: [info@aastrinaviation.com](mailto:info@aastrinaviation.com) [www.aastrinaviation.com](http://www.aastrinaviation.com)



HPD/Feb/22 23/001

Date 01-Feb-2022

Mr. Saravanan. K  
No.3/80-B. Vennanampatti.  
Selavadi.  
Omalur.  
Salem-636501

Dear Saravanan. K,

Greetings from JRK!

With reference to the interview and further based on the performance in the pre-Employment Training / Test conducted, we are pleased to offer you the post of Trainee Software Engineer in our organization.

Your scheduled date of employment with us will be 07-February-2022.

We look forward to working with you and wish you success in your career with us.

Warm regards,

For JRK CONSULTING SERVICES PRIVATE LIMITED,



Manager – HR & Administration



HRD/Feb/22-23/002

Date: 01-Feb-2022

Mr. Vignesh. S  
No.2/154, Egapuram,  
Sankari,  
Salem-637502

Dear Vignesh. S,

Greetings from JRKI

With reference to the interview and further based on the performance in the pre-Employment Training / Test conducted, we are pleased to offer you the post of Trainee Software Engineer in our organization

Your scheduled date of employment with us will be 07-February-2022

We look forward to working with you and wish you success in your career with us

Warm regards,

For JRK CONSULTING SERVICES PRIVATE LIMITED,

Manager – HR & Administration





# JRK Consulting Services Pvt Ltd



www.jrkconsulting.in admin@jrkconsulting.in +91 44 66 600 700 / 701 / 777

HRD/Feb/22-23/003

Date: 01-Feb-2022

**Mr. Gopinath. V**  
H.No.1, Pettan Valavu,  
Avadadhur,  
Salem-636501

Dear Gopinath. V,

Greetings from JRK!

With reference to the interview and further based on the performance in the pre-Employment Training / Test conducted, we are pleased to offer you the post of Trainee Software Engineer in our organization.

Your scheduled date of employment with us will be 07-February-2022.

We look forward to working with you and wish you success in your career with us.

Warm regards,

For JRK CONSULTING SERVICES PRIVATE LIMITED,

Manager - HR & Administration





# JRK Consulting Services Pvt Ltd



www.jrkconsulting.in admin@jrkconsulting.in +91 44 66 600 700 / 701 / 777

HRD/Feb/22-23/004

Date: 01-Feb-2022

Mr. Thejal Santhosh  
Sree Nilayam,  
Thottada,  
Edakkad,  
Kannur, Kerala-670007

Dear Thejal Santhosh,

Greetings from JRK!

With reference to the interview and further based on the performance in the pre-Employment Training / Test conducted, we are pleased to offer you the post of Trainee Software Engineer in our organization.

Your scheduled date of employment with us will be 07-February-2022.

We look forward to working with you and wish you success in your career with us

Warm regards,

For JRK CONSULTING SERVICES PRIVATE LIMITED,

Manager - HR & Administration





# JRK Consulting Services Pvt Ltd



www.jrkconsulting.in admin@jrkconsulting.in +91 44 66 600 700 / 701 / 777

HRD/Job/22 23/005

Date: 01 Feb 2022

Ms. Anjali. R  
No 6/263D Gandhi Nagar,  
Ooty, Udthagamandalam,  
Thalakundha (PO),  
The Nilgiris 643005

Dear Anjali. R

Greetings from JRK!

With reference to the interview and further based on the performance in the pre Employment training / Test conducted, we are pleased to offer you the post of Trainee Software Engineer in our organization.

Your scheduled date of employment with us will be 07 February 2022

We look forward to working with you and wish you success in your career with us

Warm regards,

For JRK CONSULTING SERVICES PRIVATE LIMITED,

Manager – HR & Administration





# JRK Consulting Services Pvt Ltd



www.jrkconsulting.in admin@jrkconsulting.in +91 44 66 600 700 / 701 / 777

HRD/Feb/22 23/006

Date 01-Feb-2022

Ms. Sowmiya. M  
No.2-65, Vadakku Veethi,  
Kullampalayam,  
Gobichettipalayam,  
Erode-638476

Dear Sowmiya. M,

Greetings from JRK!

With reference to the interview and further based on the performance in the pre-Employment Training / Test conducted, we are pleased to offer you the post of Trainee Software Engineer in our organization.

Your scheduled date of employment with us will be 07-February-2022.

We look forward to working with you and wish you success in your career with us.

Warm regards,

For JRK CONSULTING SERVICES PRIVATE LIMITED,

Manager - HR & Administration





HR/Suman Shrestha/Mar 2022

15<sup>th</sup> Mar 2022

Lalitpur,  
Nepal

Dear Mr. Suman Shrestha,

**Sub: Offer of Internship**

Pursuant to the campus interview held in your college, we are pleased to offer you an Internship in our organization.

**The terms of the offer are as follows:**

- Your remuneration during internship will be Rs. 20,000/- per month.
- Your internship period will be till the time you complete your academic program. After the internship period, you'd be designated as Trainee, with the remuneration revised as Rs.25,000/ per month. After completing the training period (which can run from 3 to 4 calendar months) successfully you will be evaluated through any or all of the following modes: Written test, Project and Interview. Based on your performance and you completing your academic program, we shall issue a letter of confirmation and the compensation will be revised to Rs.30,000/- per month. If the evaluation is not satisfactory, your association with CETAS will be terminated.
- Your compensation is highly confidential and if needed, you may discuss it with your Manager only.
- The offer shall be valid for a period of one week from the date of offer.
- A detailed appointment letter with all terms and conditions shall be issued to you on the day of you reporting for duty.
- Your joining date will be on 21<sup>st</sup> Mar 2022.

You are requested to state your acceptance of the above-mentioned terms and also indicate to us, the date of joining with our organization.

**Registered Office:**

CETAS Information Technology Pvt. Ltd., Ph.2, # 21 & 22 'Wood Creek County', St. Thomas Mount, Chennai – 600 016  
Tel: +91 44 4285 0231 Email: [info@cetastech.com](mailto:info@cetastech.com) website: [www.cetastech.com](http://www.cetastech.com)

Break up of your salary indicating monthly and annual components are shown herewith:

Monthly Compensation Details (during internship)		
S. No.	Details	Compensation
1	Basic	10,000
2	HRA	4,000
3	Conveyance Allowance	1,600
4	Medical Allowance	1,250
5	Special Allowance	1,436
6	Monthly Gross Salary	18,286
7	PF Employer Contribution	1,714
8	Monthly CTC	20,000
	<b>Annual Component</b>	
10	Annual CTC	2,40,000

Note: 1. Rs. 1,714/- will be deducted from your salary as Employee Contribution to Provident Fund  
2. ESI @ 1.75% will be deducted from your Salary.  
3. TDS Will be applicable as per Income Tax Act.

You are also requested to bring along with you the following:

- 1) S.S.L.C, H.S.C certificates (**Originals for verification**) with copy
- 2) Four passport size photographs (**Colour**)
- 3) Proof of ID & Address (PAN & Aadhar is must)
- 4) Passport if available. (If you don't have a passport, you're expected to apply for one)

Regards,

For CETAS Information Technology Pvt. Ltd.,

I would join on \_\_\_\_\_

Muralidharan A.  
Managing Director

Signature \_\_\_\_\_

**Deepika Boopalan**



7. As informed, your place of posting shall be at **CHENNAI**. However, organization reserves the rights to transfer you to and / or utilize your services in any of the Company's offices, work sites or associated or affiliated companies located within the country or abroad.
8. Your joining will be subject to you executing an "**Employment Service Agreement**" with the Company for a period of 2.5 years from your Date of joining. As per this agreement you will be liable to refund Rs. 1, 00,000 /- (Rupees One Lac only) towards bond in case you leave the Company within 2.5 years of your Date of joining.
9. On the day of joining, you are requested to contact **Assistant Manager -HR** for completion of your joining formalities and induction.
10. A detailed Appointment Letter and Employment Service Agreement setting out terms and conditions of your appointment shall be issued to you subsequent to your completing the joining formalities.
11. On the day of joining , please bring the following with you :-
  - a) Copy of all Education Certificates / Mark Sheets
  - b) Copy of Passport (with original)
  - c) Six passport size and two stamp size photographs (Color).
  - d) Latest copy of your resume.
12. Please sign below in token of your acceptance of the terms and conditions of this letter of intent and return the duplicate copy duly signed by you to us.

The above terms and conditions are acceptable to me.

Sincerely yours,

For R SYSTEMS INTERNATIONAL LTD.,

**Prem Goswami**  
**Vice President - HR**

**Deepika Boopalan**



placement excel &lt;placement@excelcolleges.com&gt;

**QR code - Registration form**

**Suriyapriya S -Netaccess** <ssuriyapriya@netaccess-india.com>  
To: "placement@excelcolleges.com" <placement@excelcolleges.com>

Fri, Feb 25, 2022 at 5:29 PM

Dear Yuvarajan,

Please find the below final shortlists for your reference.

We will release their offer letter shortly.

Name	Mobile	Email
Shafeer mohamed I	8344405633	mails4shafeer@gmail.com
R Sandeep	6382581833	sandeepiri2001@gmail.com
Nandhini Thangaraj	9962955943	nandhinitm2001@gmail.com
Gokulapriyan	9789771663	gokulapriyanr52@gmail.com
Kavimalar V	9384967805	Kvmalar18@gmail.com
Dinesh S	9942649334	ssdinesh004@gmail.com
S Pranesh	9047918864	spraneshs2001@gmail.com
Keerthi J	6374887636	keerthivedichi2001@gmail.com

Regards,

**Suriyapriya S**

Junior Executive - Human Resources

Net Access India Limited

M:9342140412

www.netaccess-india.com

OL No: SKLR6622

11 March 2022

Attach & Paste  
Your Photo HereDear **KEERTHI J**,

We congratulate you for being selected as Business Development Trainee at **SKLR EDTECH PVT LTD** "At will basis" which can be extended. Please find the following confirmation of your Training :

Title : **Business Development Trainee**Training Date : **25 March 2022 to 3 April 2022 (Unpaid)**OJT Start Date : **4 April 2022**OJT End Date : **3 October 2022****COMPENSATION:** *(Subject to statutory deductions)*Stipend : **INR 15,000** Per Month + **INR 12,000** as incentivesTarget : **220000** INR per month.

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to [hr@skolar.in](mailto:hr@skolar.in) within **2 working days from the receipt of this mail. The offer shall stand** automatically withdrawn without further action on the part of **SKOLAR** if we do not receive your acceptance as per the mentioned timeline.

**Working Hours** : 9 Hours a day *(Inc. Lunch Break)*.**Job Type** : Full Time Training.**Location** : Bangalore.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **25 March 2022**.

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

(Candidate's Signature)

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

### 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 examination</li> <li>• Graduation</li> <li>• Post-graduation / Doctorate</li> </ul> Other relevant educational or skill certifications
2.	COLOR SCANNED COPY OF YOUR : <ul style="list-style-type: none"> <li>• Signed Offer Letter with passport size photograph attached to it.</li> </ul>
3.	Aadhar Card, PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: <ul style="list-style-type: none"> <li>• Bank PassBook First Page</li> <li>• Bank Name, Your Name as per Bank records, Account Number, IFSC Code</li> </ul>
5	Any of the below mentioned Original Marksheet must be submitted for employment verification. <ul style="list-style-type: none"> <li>• 10th Standard Original Marksheet</li> <li>• 12th Standard Original Marksheet</li> <li>• Degree Consolidated Marksheet</li> <li>• Diploma Consolidated Marksheet</li> </ul>
6.	Mandatory RT-PCR Report which should be taken 48 hours before reporting date OR 2nd Dose/Fully Vaccinated Certificate.

Date: 23-02-2022

## INTERNSHIP OFFER LETTER

Dear Janani,

### Congratulations and welcome to the team!

We Interchange Systems Pvt Ltd., is pleased to offer you an internship opportunity. The internship location will be based in Chennai or any other location depending upon company requirements. During your internship period, you will be paid a stipend of Rs. 15,000/- per month (Fifteen thousand only) and you will not be eligible for any employee benefits during internship period, however One day of Casual leave is entitled in a month during your internship.

Your internship will cover in-depth training in Software Development, and it will start from 7<sup>th</sup> March 2022 and ends by 7<sup>th</sup> September 2022 approximately. On acceptance of this internship, you will report to Mrs. Kalpana (Learning & Development Specialist) and she will be guiding you on the field of project/study. Based on your performance during your internship / Project Study period, you will be considered in our regular employment with CTC 3,60,000 pa with conditions applied.

During your internship, you may come across confidential business information and by accepting this internship offer, you acknowledge that you will adhere to our responsibility & secrecy, confidential and policy. Upon completion of internship, you need to return all company owned property, equipment, gadgets, and any other company related documents.

We look forward to having you as a member of our team with us.

For Interchange Systems Pvt. Ltd.,

  
23/02/2022  
Venkaatesh. SV  
Head – HR, Admin & Training.



Interchange Systems Pvt. Ltd.

100, Chokkikulam, 7<sup>th</sup> Floor, 600 040, Chennai

Phone : +91-44-4734 8800 Fax : +91-44-4267 0000

Email : info@interchange.com

CIN : U73200TN2004PTC000000





**Arwizon Digital Private Limited**

Corporate Office:

#46/4, Novel Tech Park,

Vibgyor Net - Connection,

GB Palya, Hosur Road,

Bengaluru – 560 068

GSTN: 29AACCF8883H1Z2

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**Date: 23/02/2022**

Dear Priya Dharshini,

Following your recent interview, we are pleased to invite you to join the professional staff of Arwizon Digital Private Limited. You will be appointed as **Software Developer- Fresher**.

You are requested to report for duty on **24/02/2022 at 09:00 AM, 2nd Floor, Novel Tech Park, Hosur Rd, Gb palya , Bangalore - 560068**. On the day of your joining please bring the originals of the following documents and submit copies of the same:

1. Academic /Professional attainments and work experience.
2. Passport size colored photographs - 3 nos.
3. Proof of Date of Birth and address proof.
4. PAN Card
5. Certifications, if any.
6. Police verification certificate
7. Medical fitness certificate by a certified doctor

### Letter of Intent

S. Haiyath Rizve.....this is with reference to your application and the interview you had with us. We are pleased to offer you as "**Resource Executive**" with our organization JOBWORLD INDIA PVT LTD effective from 16th March 2022

Please find below the following documents required for further process:

- Copy of Degree / Diploma / other qualification certificates **with original and Photocopy**
- Copy of PAN CARD **Original and Photocopy**
- Identification Proof (Copy of Passport / Aadhaar / Voter's Identification card / Ration Card etc.) **Original and Photocopy**
- Proof of date of birth (passport / SSC certificate/any other) . **Original and Photocopy.**
- 3 passport size Photographs

**Note: Reporting Timing is 9:30 AM.**

Thanks & Regards,  
Rajeswari B  
Mobile :07997002009  
Assistant Manager- Human Resource

**JOBWORLD INDIA PRIVATE LTD**

HR/Sandeep/Mar 2022

15<sup>th</sup> Mar 2022

17, Maraimalai Adigal Street,  
Police Quarters Backside,  
Erode-638001

Dear Mr. Sandeep R,

**Sub: Offer of Internship**

Pursuant to the campus interview held in your college, we are pleased to offer you an Internship in our organization.

**The terms of the offer are as follows:**

- Your stipend for internship will be Rs. 20,000/- .
- Your internship period will be till the time you complete your academic program. After the internship period, you'd be designated as Trainee, with the remuneration revised as Rs.25,000/ per month. After completing the training period (which can run from 3 to 4 calendar months) successfully you will be evaluated through any or all of the following modes: Written test, Project and Interview. Based on your performance and you completing your academic program, we shall issue a letter of confirmation and the compensation will be revised to Rs.30,000/- per month. If the evaluation is not satisfactory, your association with CETAS will be terminated.
- Your compensation is highly confidential and if needed, you may discuss it with your Manager only.
- The offer shall be valid for a period of one week from the date of offer.
- A detailed appointment letter with all terms and conditions shall be issued to you on the day of you reporting for duty.
- Your joining date will be on 21<sup>st</sup> Mar 2022.

You are requested to state your acceptance of the above-mentioned terms and also indicate to us, the date of joining with our organization.

**Registered Office:**

CETAS Information Technology Pvt. Ltd., Ph.2, # 21 & 22 'Wood Creek County', St. Thomas Mount, Chennai – 600 016  
Tel: +91 44 4285 0231 Email: [info@cetastech.com](mailto:info@cetastech.com) website: [www.cetastech.com](http://www.cetastech.com)

Break up of your salary indicating monthly and annual components are shown herewith:

Monthly Compensation Details (during internship)		
S. No.	Details	Compensation
1	Basic	10,000
2	HRA	4,000
3	Conveyance Allowance	1,600
4	Medical Allowance	1,250
5	Special Allowance	1,436
6	Monthly Gross Salary	18,286
7	PF Employer Contribution	1,714
8	Monthly CTC	20,000
<b>Annual Component</b>		
10	Annual CTC	2,40,000

Note: 1. Rs. 1,714/- will be deducted from your salary as Employee Contribution to Provident Fund  
2. ESI @ 1.75% will be deducted from your Salary.  
3. TDS Will be applicable as per Income Tax Act.

You are also requested to bring along with you the following:

- 1) S.S.L.C, H.S.C certificates (**Originals for verification**) with copy
- 2) Four passport size photographs (**Colour**)
- 3) Proof of ID & Address (PAN & Aadhar is must)
- 4) Passport if available. (If you don't have a passport, you're expected to apply for one)

Regards,

For CETAS Information Technology Pvt. Ltd.,

I would join on \_\_\_\_\_

Muralidharan A.  
Managing Director

Signature \_\_\_\_\_

Letter of Intent

S. Rajesh Kumar .....this is with reference to your application and the interview you had with us. We are pleased to offer you as **"Resource Executive"** with our organization JOBWORLD INDIA PVT LTD effective from 16<sup>th</sup> March 2022

Please find below the following documents required for further process:

- Copy of Degree / Diploma / other qualification certificates with original and Photocopy
- Copy of PAN CARD Original and Photocopy
- Identification Proof (Copy of Passport / Aadhaar / Voter's Identification card / Ration Card etc.) Original and Photocopy
- Proof of date of birth (passport / SSC certificate/any other) . Original and Photocopy.
- 3 passport size Photographs

**Note: Reporting Timing is 9:30 AM.**

Thanks & Regards,  
Rajeswari B  
Mobile :07997002009  
Assistant Manager- Human Resource

**JOBWORLD INDIA PRIVATE LTD**

HR/Santhosh K /Mar 2022

15<sup>th</sup> Mar 2022

37, Padanoor, Nilavoor(Po),  
Thirupattur -635853

Dear Mr. Santhosh K,

**Sub: Offer of Internship**

Pursuant to the campus interview held in your college, we are pleased to offer you an Internship in our organization.

**The terms of the offer are as follows:**

- Your stipend for internship will be Rs. 20,000/- .
- Your internship period will be till the time you complete your academic program. After the internship period, you'd be designated as Trainee, with the remuneration revised as Rs.25,000/ per month. After completing the training period (which can run from 3 to 4 calendar months) successfully you will be evaluated through any or all of the following modes: Written test, Project and Interview. Based on your performance and you completing your academic program, we shall issue a letter of confirmation and the compensation will be revised to Rs.30,000/- per month. If the evaluation is not satisfactory, your association with CETAS will be terminated.
- Your compensation is highly confidential and if needed, you may discuss it with your Manager only.
- The offer shall be valid for a period of one week from the date of offer.
- A detailed appointment letter with all terms and conditions shall be issued to you on the day of you reporting for duty.
- Your joining date will be on 21<sup>st</sup> Mar 2022.

You are requested to state your acceptance of the above-mentioned terms and also indicate to us, the date of joining with our organization.

**Registered Office:**

CETAS Information Technology Pvt. Ltd., Ph.2, # 21 & 22 'Wood Creek County', St. Thomas Mount, Chennai – 600 016  
Tel: +91 44 4285 0231 Email: [info@cetastech.com](mailto:info@cetastech.com) website: [www.cetastech.com](http://www.cetastech.com)

Break up of your salary indicating monthly and annual components are shown herewith:

Monthly Compensation Details (during internship)		
S. No.	Details	Compensation
1	Basic	10,000
2	HRA	4,000
3	Conveyance Allowance	1,600
4	Medical Allowance	1,250
5	Special Allowance	1,436
6	Monthly Gross Salary	18,286
7	PF Employer Contribution	1,714
8	Monthly CTC	20,000
	<b>Annual Component</b>	
10	Annual CTC	2,40,000

Note: 1. Rs. 1,714/- will be deducted from your salary as Employee Contribution to Provident Fund  
2. ESI @ 1.75% will be deducted from your Salary.  
3. TDS Will be applicable as per Income Tax Act.

You are also requested to bring along with you the following:

- 1) S.S.L.C, H.S.C certificates (**Originals for verification**) with copy
- 2) Four passport size photographs (**Colour**)
- 3) Proof of ID & Address (PAN & Aadhar is must)
- 4) Passport if available. (If you don't have a passport, you're expected to apply for one)

Regards,

For CETAS Information Technology Pvt. Ltd.,

I would join on \_\_\_\_\_

Muralidharan A.  
Managing Director

Signature \_\_\_\_\_

HR/ Sivashankar R /Mar 2022

15<sup>th</sup> Mar 2022

217-Mayar nagar 8th cross,  
Peramanoor East Street,  
Salem

Dear Mr. Sivashankar R,

**Sub: Offer of Internship**

Pursuant to the campus interview held in your college, we are pleased to offer you an Internship in our organization.

**The terms of the offer are as follows:**

- Your stipend for internship will be Rs. 20,000/- .
- Your internship period will be till the time you complete your academic program. After the internship period, you'd be designated as Trainee, with the remuneration revised as Rs.25,000/ per month. After completing the training period (which can run from 3 to 4 calendar months) successfully you will be evaluated through any or all of the following modes: Written test, Project and Interview. Based on your performance and you completing your academic program, we shall issue a letter of confirmation and the compensation will be revised to Rs.30,000/- per month. If the evaluation is not satisfactory, your association with CETAS will be terminated.
- Your compensation is highly confidential and if needed, you may discuss it with your Manager only.
- The offer shall be valid for a period of one week from the date of offer.
- A detailed appointment letter with all terms and conditions shall be issued to you on the day of you reporting for duty.
- Your joining date will be on 21<sup>st</sup> Mar 2022.

You are requested to state your acceptance of the above-mentioned terms and also indicate to us, the date of joining with our organization.

**Registered Office:**

CETAS Information Technology Pvt. Ltd., Ph.2, # 21 & 22 'Wood Creek County', St. Thomas Mount, Chennai – 600 016  
Tel: +91 44 4285 0231 Email: [info@cetastech.com](mailto:info@cetastech.com) website: [www.cetastech.com](http://www.cetastech.com)



Break up of your salary indicating monthly and annual components are shown herewith:

Monthly Compensation Details (during internship)		
S. No.	Details	Compensation
1	Basic	10,000
2	HRA	4,000
3	Conveyance Allowance	1,600
4	Medical Allowance	1,250
5	Special Allowance	1,436
6	Monthly Gross Salary	18,286
7	PF Employer Contribution	1,714
8	Monthly CTC	20,000
	<b>Annual Component</b>	
10	Annual CTC	2,40,000

Note: 1. Rs. 1,714/- will be deducted from your salary as Employee Contribution to Provident Fund  
2. ESI @ 1.75% will be deducted from your Salary.  
3. TDS Will be applicable as per Income Tax Act.

You are also requested to bring along with you the following:

- 1) S.S.L.C, H.S.C certificates (**Originals for verification**) with copy
- 2) Four passport size photographs (**Colour**)
- 3) Proof of ID & Address (PAN & Aadhar is must)
- 4) Passport if available. (If you don't have a passport, you're expected to apply for one)

Regards,

For CETAS Information Technology Pvt. Ltd.,

I would join on \_\_\_\_\_

Muralidharan A.  
Managing Director

Signature \_\_\_\_\_

HR/ Sujan Kumar Mahato /Mar 2022

15<sup>th</sup> Mar 2022

Balaju,Nepal

Dear Mr. Sujan Kumar Mahato,

**Sub: Offer of Internship**

Pursuant to the campus interview held in your college, we are pleased to offer you an Internship in our organization.

**The terms of the offer are as follows:**

- Your stipend for internship will be Rs. 20,000/- .
- Your internship period will be till the time you complete your academic program. After the internship period, you'd be designated as Trainee, with the remuneration revised as Rs.25,000/ per month. After completing the training period (which can run from 3 to 4 calendar months) successfully you will be evaluated through any or all of the following modes: Written test, Project and Interview. Based on your performance and you completing your academic program, we shall issue a letter of confirmation and the compensation will be revised to Rs.30,000/- per month. If the evaluation is not satisfactory, your association with CETAS will be terminated.
- Your compensation is highly confidential and if needed, you may discuss it with your Manager only.
- The offer shall be valid for a period of one week from the date of offer.
- A detailed appointment letter with all terms and conditions shall be issued to you on the day of you reporting for duty.
- Your joining date will be on 21<sup>st</sup> Mar 2022.

You are requested to state your acceptance of the above-mentioned terms and also indicate to us, the date of joining with our organization.

**Registered Office:**

CETAS Information Technology Pvt. Ltd., Ph.2, # 21 & 22 'Wood Creek County', St. Thomas Mount, Chennai – 600 016  
Tel: +91 44 4285 0231 Email: [info@cetastech.com](mailto:info@cetastech.com) website: [www.cetastech.com](http://www.cetastech.com)

21-Oct

**Mr. Anandaraj A,**  
441, Kamaraj street ,  
kallakuruchi

Dear **Anandaraj A,**

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

**Probation**

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

**OL No: SKLR6634****11 March 2022**Attach / Paste  
Your Photo HereDear **DIVYA S,**

We congratulate you for being selected as Business Development Trainee at **SKLR EDTECH PVT LTD** "At will basis" which can be extended. Please find the following confirmation of your Training :

**Title : Business Development Trainee****Training Date : 25 March 2022 to 3 April 2022 (Unpaid)****OJT Start Date : 4 April 2022****OJT End Date : 3 October 2022****COMPENSATION: (Subject to statutory deductions)****Stipend : INR 15,000 Per Month + INR 12,000 as incentives****Target : 220000 INR per month.**

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to [hr@skolar.in](mailto:hr@skolar.in) within **2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of SKOLAR if we do not receive your acceptance as per the mentioned timeline.**

**Working Hours : 9 Hours a day (Inc. Lunch Break).****Job Type : Full Time Training.****Location : Bangalore.**

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **25 March 2022.**

SIGNATURE: \_\_\_\_\_  
(Candidate's Signature)

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

**OL No: SKLR6629****11 March 2022**Attach : Paste  
Your Photo HereDear **GAYATHRI S,**

We congratulate you for being selected as Business Development Trainee at **SKLR EDTECH PVT LTD** "At will basis" which can be extended. Please find the following confirmation of your Training :

Title : **Business Development Trainee**  
Training Date : **25 March 2022 to 3 April 2022 (Unpaid)**  
OJT Start Date : **4 April 2022**  
OJT End Date : **3 October 2022**

**COMPENSATION:** *(Subject to statutory deductions)*

Stipend : **INR 15,000 Per Month + INR 12,000 as incentives**  
Target : **220000 INR per month.**

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to [hr@skolar.in](mailto:hr@skolar.in) within **2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of SKOLAR if we do not receive your acceptance as per the mentioned timeline.**

**Working Hours :** 9 Hours a day *(Inc. Lunch Break).***Job Type :** Full Time Training.**Location :** Bangalore.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **25 March 2022.**

SIGNATURE: \_\_\_\_\_  
(Candidate's Signature)

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

**OL No: SKLR6628****11 March 2022**Attach / Paste  
Your Photo HereDear **BIVOR TIWARI**,

We congratulate you for being selected as Business Development Trainee at **SKLR EDTECH PVT LTD** "At will basis" which can be extended. Please find the following confirmation of your Training :

Title : **Business Development Trainee**  
Training Date : **25 March 2022 to 3 April 2022 (Unpaid)**  
OJT Start Date : **4 April 2022**  
OJT End Date : **3 October 2022**

**COMPENSATION:** *(Subject to statutory deductions)*

Stipend : **INR 15,000 Per Month + INR 12,000 as incentives**  
Target : **220000 INR per month.**

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to [hr@skolar.in](mailto:hr@skolar.in) within **2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of SKOLAR if we do not receive your acceptance as per the mentioned timeline.**

**Working Hours :** 9 Hours a day *(Inc. Lunch Break).***Job Type :** Full Time Training.**Location :** Bangalore.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **25 March 2022.**

SIGNATURE: \_\_\_\_\_  
(Candidate's Signature)

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

21-Oct

**Ms. Indhumathi D**

441, Carstreet , Alampalayam,  
Anthiyur,Erode-638501

Dear **Indhumathi D**,

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Three Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

**Probation**

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

November 12, 2021

onebill

Mr. Jayasurya M,  
Excel Engineering Collage,  
Erode.

## Offer Letter

Private and confidential

Dear Mr. Jayasurya M,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

For Onebill Software India Private Limited



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**Muthukumar**  
Authorized Signatory

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)



## Exhibit A

### SALARY BREAKUP

<b>Employee Name</b>	<b>Mr. Jayasurya M</b>
<b>Designation</b>	<b>Software Engineer - Trainee</b>
<b>Salary Breakup</b>	
<b>Pay Particulars</b>	<b>Amount (in INR)/month</b>
Basic	15,000
PF (Employer's contribution)	1,800
Gratuity	560
Group Medical	1,018
Special Allowance	14,955
<b>Monthly CTC</b>	<b>33,333</b>
<b>Annual CTC</b>	<b>4,00,000</b>



**Muthukumar**  
Authorized Signatory

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

November 12, 2021

onebill

Mr. Kiran N,  
Excel Engineering Collage,  
Erode.

## **Offer Letter**

**Private and confidential**

Dear Mr. Kiran N,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

**For Onebill Software India Private Limited**



---

**Muthukumar**  
**Authorized Signatory**

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

November 12, 2021

onebill

Mr. Tamilselvan N,  
Excel Engineering Collage,  
Erode.

## Offer Letter

Private and confidential

Dear Mr. Tamilselvan N,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

For Onebill Software India Private Limited



---

Muthukumar  
Authorized Signatory

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

November 12, 2021

onebill

Mr. Subash E,  
Excel Engineering Collage,  
Erode.

## Offer Letter

Private and confidential

Dear Mr. Subash E,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

For Onebill Software India Private Limited



---

Muthukumar  
Authorized Signatory

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

21-Oct

**Mr. Vijay R**

31A, New Edapadi Road ,  
Sangari, Salem 637301.

**Dear Vijay R,**

Thank you for your interest in AVA SOFTWARE Pvt. Ltd. Subsequent to our discussion with you, we are delighted to extend you an offer to join AVASOFT. We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the AVASOFT family.

**Position**

You will be undergoing an internship with AVASOFT for a period of 6 months and you will be designated as Trainee Engineer and will be paid a stipend of Rs.10,000/- per month subject to PF & ESI from the date of joining. After successful completion of your internship you will be designated as Software Engineer and your CTC would be Rs. 3/- Lakhs per annum (Rupees Thre  Lakhs only) is inclusive of basic salary, HRA, medical and regular conveyance which is effective from the date of employment.

**Probation**

You will be on probation from your date of joining for a period of twelve months as Software Engineer. You will continue to do so until the company confirms your services in writing, based on your conduct and performance during this period meeting the standards of the company.

**Compensation**

Your total cost to AVASOFT will be **Rs. 3/- Lakhs per annum** (Rupees Three Lakhs only) subject to Tax deduction. Further details are furnished in Annexure-1

November 12, 2021



Ms. Ramya B,  
Excel Engineering Collage,  
Erode.

## **Offer Letter**

**Private and confidential**

Dear Ms. Ramya B,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

Your annual CTC will be Rs.4,00,000/- per annum (Four Lakhs Rupees only). A detailed salary structure is enclosed in Exhibit A.

We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

**For Onebill Software India Private Limited**

A handwritten signature in black ink, appearing to read "Muthukumar", written over a horizontal line.

**Muthukumar**  
**Authorized Signatory**

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
No:32, Suraj Ganga Soft Park, 1<sup>st</sup> Main,  
JP Nagar 3<sup>rd</sup> Phase, Bangalore-78  
[www.onebillsoftware.com](http://www.onebillsoftware.com)

November 12, 2021



**Ms. Veena M.S,  
Excel Engineering Collage,  
Erode.**

## **Offer Letter**

**Private and confidential**

**Dear Ms. Veena M.S,**

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.

Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

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Yours sincerely,

**For Onebill Software India Private Limited**

A handwritten signature in black ink, appearing to read "Muthukumar", written over a horizontal line.

**Muthukumar  
Authorized Signatory**

**OneBill Software India Pvt Ltd.,**  
CIN-U72200KA2009PTC050973  
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November 12, 2021

onebill

Mr. Subbaiahpradeep K,  
Excel Engineering Collage,  
Erode.

**Offer Letter**

**Private and confidential**

Dear Mr. Subbaiahpradeep K,

We are pleased to offer you a position as a **Software Engineer Trainee** with Onebill Software India Private Limited.


Your training period shall be for six month from 01<sup>st</sup> June 2022 to 30<sup>th</sup> November 2022. After the completion of successful training you may be offered a suitable job in our organization at sole discretion and on the terms and conditions of the company.

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We would like you to join us on or before 01<sup>st</sup> June 2022.

Yours sincerely,

For Onebill Software India Private Limited



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**Muthukumar**  
Authorized Signatory

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CIN-U72200KA2009PTC050973  
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