



E.G.S. PILLAY ENGINEERING COLLEGE (AUTONOMOUS)

NAGAPATTINAM – 611 002. TAMILNADU, INDIA

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TO WHOMSOEVER IT MAY CONCERN

This to certify that the lists of students placed during the academic year 2019 - 2020 are given below:

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585	Tamizhamozhi 820816104111@egspec.org	CSE	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
586	Yuvaraja 820816104126@egspec.org	CSE	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
587	Jayakanth J 820816104033@egspec.org	CSE	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
588	Madhurabashini K 820816104045@egspec.org	CSE	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
589	Manimozhi D 820816104046@egspec.org	CSE	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
590	R. Akshaya	IT	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
591	Santhiya R820816205046@egspec.org	IT	Mirchi Computer Solutionsarathana@mirchicomputersolu tions.com	1.6 LPA
592	K.Suvitha 820816205053@egspec.org	IT	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
593	Vignesh K 820816205058@egspec.org	IT	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
594	Venkataramanan P 820816205308@egspec.org	IT	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
595	Renuga E 820816205042@egspec.org	IT	Mirchi Computer Solutions arathana@mirchicomputersolutions.com	1.6 LPA
596	Nishanthini G 820816104057@egspec.org	CSE	Yalamanchili Software Exports Ltd hr@yalamanchili.com	1.57 LPA

ATTESTED


Dr. S. RAMABALAN, M.E., Ph.D.,
PRINCIPAL
E.G.S. Pillay Engineering College,
Thethi, Nagore - 611 002.
Nagapattinam (Dt) Tamil Nadu.



E.G.S. PILLAY ENGINEERING COLLEGE (AUTONOMOUS)

NAGAPATTINAM – 611 002. TAMILNADU, INDIA

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

(Accredited by NAAC with 'A' Grade and NBA)

Email: principal@egspec.org website: www.egspec.org Ph: 04365-251112

597	Rameez Thariq A 820816104079@egspec.org	CSE	Yalamanchili Software Exports Ltd hr@yalamanchili.com	1.57 LPA
598	Suganthi A 820816104105@egspec.org	CSE	Yalamanchili Software Exports Ltd hr@yalamanchili.com	1.57 LPA
599	Mathiyazhagan T 820816103052@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
600	Naveenkumar M 820816103056@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
601	Srirathna S 820816103082@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
602	Tamizharasan S 820816103089@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
603	Balaraman 820816103306@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
604	Naveen Kumar 820816103326@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
605	Sabari Krishnan 820816103333@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
606	Selva 820816103336@egspec.org	Civil	Rohit Builders rohitbuilders@gmail.com	1.44 LPA
607	Bharathi N E18BAR009@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
608	Durga B E18BAR011@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
609	Jayapriya K E18BAR019@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
610	Logeswari R E18BAR028@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
611	Manimaran N E18BAR032@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
612	Murugaprashath M E18BAR038@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA

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613	Nandhini M E18BAR043@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
614	Panneer Selvam B E18BAR050@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
615	Prianka Kanmani A E18BAR054@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
616	Ramyasri S E18BAR059@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
617	Subitha S E18BAR066@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
618	Syed Asik Mohamed S E18BAR068@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
619	Nithya A E18BAR046@egspec.org	MBA	Hinduja Global Solutions Limited careers@hgs.com	1.4 LPA
620	Gopi K 820816103025@egspec.org	Civil	CADD Leader info@caddleader.com	1.3 LPA
621	Habeeb Kareem820816103027@egspec.org	Civil	CADD Leader info@caddleader.com	1.3 LPA
622	Krishna Bharathi R 820816103041@egspec.org	Civil	CADD Leader info@caddleader.com	1.3 LPA
623	Lakshmipriya G 820816103042@egspec.org	Civil	CADD Leader info@caddleader.com	1.3 LPA
624	Rajasekar R 820816103066@egspec.org	Civil	CADD Leader info@caddleader.com	1.3 LPA
625	Deepan 820816103308@egspec.org	Civil	CADD Leader info@caddleader.com	1.3 LPA
626	Alafrit-Ih J 820816114005@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
627	Kartheeban P 820816114036@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
628	Priyadarsan R 820816114064@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
629	Sabareeswaran S 820816114072@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA

ATTESTED


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630	Ahai Godwin Rosario V 820816114301@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
631	Dinesh Kumar M 820816114308@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
632	Mohamed Imran N 820816114314@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
633	Piruthiviraj M 820816114316@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
634	Vigneshwaran M 820816114334@egspec.org	MECH	CADD Leader info@caddleader.com	1.3 LPA
635	Baijal Ijas N 820816205010@egspec.org	IT	Sun Business Solution reachus@sun.in	0.93 LPA
636	Balaji K 820816205011@egspec.org	IT	Sun Business Solution reachus@sun.in	0.93 LPA

ATTESTED

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Thethi, Nagore - 611 002.
Nagapattinam (Dt) Tamil Nadu.

TVSCREDIT

TVS CREDIT SERVICES LIMITED

TVSCS/OFF/48079/2021-22

18-Nov-2021

Mr. Thajudeen S

262, New muslim street,
Thukkachi,
Kumbakonam Taluk,
Thanjavur

Dear Thajudeen S,

We are pleased to extend you a Provisional Offer Letter for a position **Assistant Manager - IT Projects**, based out of **Chennai**, with our Company on the following terms and conditions:

1. This Provisional Offer is based on the information furnished in your application /documents for the purpose of employment and during the different levels of interviews you had with us.
2. Final offer / appointment is subject to you being found medically fit, positive remarks in background verification and having no undisputed over-due financial obligations and/or legal proceedings with third parties including but not restricted to financial institutions and government authorities.
3. Final offer / appointment is subject to you accepting this Provisional Offer and submission of all mandatory documents/details as may be required from as per the Company Policy.
4. In the event, any of the particulars furnished by you is found to be false or incomplete or not acceptable to the company, your Provisional Offer or final offer, if any, issued to you in future shall become invalid. In such an event, even you are in the employment with the Company, your employment shall liable to be terminated forthwith without assigning any reasons or notice thereof and the Company shall reserve its rights to initiate appropriate action for the loss sustained.
5. This Provisional Offer cannot be considered as final offer or offer of appointment.

If you are agreeable to the above terms, please send us the duplicate copy of this Provisional Offer letter duly signed in token of your acceptance within 3 days, failing which the same will be treated not accepted by you and the Provisional Offer will become invalid.

Detailed final offer / appointment letter would be sent to you once you fulfill above mentioned documentation and other employment conditions as per Company Policy.

With best wishes



Kavitha M
Regional Manager - HR

Regd. Office: Chaitanya, No. 12, Khader Nawaz Khan Road, Nungambakkam, Chennai - 600 006. Phone: 044 - 2833 2115 Fax: 044 - 2833 2113

Corp. Office: No. 29, Jayalakshmi Estates, Third Floor, Haddows Road, Nungambakkam, Chennai - 600 006. Phone: 044 - 2828 6500 Fax: 044 - 2828 6570

Website: www.tvscredit.com **Toll free number:** 1800 103 5005 **CIN:** U65920TN2008PLC069758

Annexure 1

Name:	Thajudeen S
Designation:	Assistant Manager - IT Projects
Department:	IT
Product:	IT
Location:	Chennai
Level:	O1

Component	Per Month (Rs)	Per Annum (Rs)
Basic	16,000	1,92,000
HRA	8,000	96,000
Uniform Maintenance Allowance	4,000	48,000
Special Allowance	9,310	1,11,725
Gross Salary	37,310	4,47,725

Benefits

PF	1,920	23,040
Gratuity		9,235
Total CTC		4,80,000

M. K. Kanna

Regional Manager - HR

Employee

We care

Group Health Insurance		1,00,000
Group Life Insurance		4,80,000

Note:

- 1) You will be enrolled as a part of Parivaar scheme and the contribution amount as per the grade, will be deducted from your monthly gross salary.

Accepted
S. Thejaleem

Offer Letter

Wednesday, March 24, 2021

Name: YUVARANI YUVARAJAN

Dear YUVARANI YUVARAJAN,

The terms and conditions of your offer are as follows:

1. LOCATION

You will be based initially at **Trichy, India**. However, the management of **Vaken Technologies Pvt. Ltd.** (the "**Company**") may relocate/transfer you to any of its other branches presently in existence, or which may be commenced in future, or deputed to work for our principals/clients/customers where we undertake assignments, if found necessary.

2. DESIGNATION

Consequent to your appointment with the Company, your designation will be **Trainee Engineer**. The designation is only indicative, and the nature of the job assigned to you will be in keeping with your skill, knowledge and capability.

3. DATE OF APPOINTMENT

Your appointment with us is effective from your date of joining, which shall be **Thursday, April 1, 2021**.

4. COMPENSATION

You are eligible for a total compensation package of **INR 4,00,000** per annum as cost-to-company. Such compensation is liable to be structured into pay and allowances in line with the Company's policies that will be intimated to you separately. In case of an onsite assignment, you are eligible for onsite allowances. Whenever provident fund or any other statutory deductions are made, your contribution will be deducted from the aforementioned salary, subject to the ceiling prescribed under the relevant law.

5. REVIEW

Your salary will be reviewed periodically at intervals of not less than a year. Any version or increase in pay and benefits shall be subject to your effective performance and achieving results.

6. LEAVE

The leave and other benefits shall be in accordance to the Company procedures, including the HR handbook (as amended from time to time). Please contact the human resources department for your entitlement.

7. RETIREMENT

You will retire from services of the Company on attaining the age of superannuation, which is 58 years. To determine the age and date of birth, the details furnished by you in your application form shall be final, and no change will be entertained.

VAKEN TECHNOLOGIES PRIVATE LIMITED

CORPORATE IDENTITY NUMBER : U72900TN2020PTC136060

No: 50, Krishna Estate, "Dwaraka", ECR Road, No.35, Kanathur Reddy Kuppam Village, Chengleput, Kancheepuram TN 603112, Tamil Nadu, INDIA.

8. OTHER WORK

Your position is full time with the Company, and you shall devote your time exclusively to the jobs assigned to you by the Company. You will not take up any other work for remuneration or otherwise (part time or otherwise), on an advisory capacity, or be interested directly or indirectly (except as a shareholder or debenture holder) in any other trade or business during the term of your employment with the Company, or serve in any board or partnerships or firms as a director or a partner, unless you are permitted in writing by the CEO of the Company or a person authorized for this purpose on behalf of the CEO.

9. PROBATION PERIOD

You will be under probation for a period of **ONE YEAR** from the date of joining, and you can be provided a permanent role with the Company based on your performance. If your performance is not up to Company standards during your probation, which shall be determined solely by the Company, you shall be terminated from the services of the Company without being required to serve any notice period.

10. RESPONSIBILITIES

To achieve the targets or completion of job assignments, you must effectively perform the jobs assigned to you. This may require you to pull in extra hours of work.

11. TRAVEL

You will be required to undertake travel on Company's work. In such an event, you will be paid travel and other expenses according to the Company rules, including the HR handbook (as amended from time to time).

12. MEDICAL FITNESS

If, at any time during your employment, you are found to be medically unfit by the medical officer of the Company, you are liable to be discharged from your employment with the Company as being medically unfit for employment.

13. CONFIDENTIAL INFORMATION AND NON-DISCLOSURE

You shall not, during the term of this Contract, or at any time following termination of this Contract, directly or indirectly, disclose or make accessible (other than as is required in the regular course of the Employee duties, including, without limitation, disclosures to Company advisors and consultants), or as may be required by law or regulation or pursuant to a judicial proceeding (in which case the Employee shall give Company prior written notice of such required disclosure), to any person, firm or corporation, any Confidential Information acquired by the Employee during the course of, or as an incident to, the Employee employment or the rendering of the Employee advisory or consulting services hereunder, relating to Company or any of its subsidiaries, or any corporation, partnership or other entity owned or controlled, directly or indirectly, by any of the foregoing, or in which any of the foregoing has a beneficial interest, including, but not limited to, the business affairs of each of the foregoing. Such Confidential Information shall include, but shall not be limited to, proprietary information, Intellectual Property, trade secrets, research and development data, know-how, property design, development models, market surveys and analysis, either of Company or any of its group entities or clients and any other documents embodying such Confidential Information.

Your obligations of confidence and non-disclosure shall survive termination of his/her employment with the Company.

VAKEN TECHNOLOGIES PRIVATE LIMITED

CORPORATE IDENTITY NUMBER : U72900TN2020PTC136060

No: 50, Krishna Estate, "Dwaraka", ECR Road, No.35, Kanathur Reddy Kuppam Village, Chengleput, Kancheepuram TN 603112, Tamil Nadu, INDIA.

14. PROTECTION OF INTEREST

If you conceive/invent/discover any new system or improve current methods of process/formulae/systems, in relation to the operation of the business of the Company or its affiliates or customers, such developments, discoveries or inventions will have to be communicated to the Company and the same shall remain as the sole right/property of the Company.

15. PAST RECORD

In case any of the declarations or information furnished by you, at the time of employment or subsequent to it, is found to be false or if you are found to have suppressed any information, you will be liable to be discharged from service immediately and without notice or compensation *in lieu* thereof.

16. NOTICE PERIOD

Both the Company and you can terminate your employment with the Company by issuance of a notice of **60 days** or payment *in lieu* thereof. The Company reserves their right to recover the amount in case you fail to give prior notice. In any event the Company, at their discretion, may waive the period of notice and relieve you earlier.

17. Intellectual Property

You irrevocably and unconditionally, recognize, covenant and agree with and undertake to the company that the Intellectual Property Rights which arise in the course of your employment shall belong to, and are the sole property of the Company. You shall maintain and furnish to the Company complete and current records of all Work and Intellectual Property and disclose to the Company in writing any such inventions and Intellectual Property.

All rights and obligations under this Clause in respect of Intellectual Property shall continue in full and stay in force after the termination of your employment with the Company and shall be binding upon you, your personal representatives and legal hires.

For the purposes of this Contract, the term "Intellectual Property Rights" means trademarks, service marks, trade secrets, trade names, rights in designs, patents, copyright, database rights and rights in know-how or other similar intellectual, industrial or commercial right, and all extensions and renewals thereof in any part of the world in each case whether registered or unregistered, patentable or unpatentable, and including applications for the grant of any of the foregoing and all rights or forms of protection having equivalent or similar effect to any of the foregoing.

18. ON SEPARATION

On termination of this contract, you will immediately return to the Company, before you are relieved, without limitation all correspondence, specifications, formulae, books, periodicals, documents, market and other data, literature, drawings, effects or records, or any such other thing as was provided by the company to you during the term of your employment and that belong to the Company. Additionally, for the aforesaid that are in your possession, you shall not make or retain any copies. You shall not enter into service with the Company's clients or where the Company developed software, or where, in the course of your employment you have been deputed/associated, either directly or indirectly for a period of 3 (three) years from the date of termination of this contract.

19. NON-SOLICITATION

During your employment with the Company and for a period of 3 years after termination of this Contract, you shall not, directly or indirectly, for yourself or as principal, agent, independent contractor, consultant, director, officer, member, or employee of any other person, firm, corporation, partnership, company, association or other entity, either (i) hire,

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attempt to employ, contact with respect to hiring, solicit with respect to hiring or enter into any contractual arrangement with any employee or former employee of the Company, or (ii) induce or otherwise advise or encourage any employee of the Company to leave his or her employment.

20. ARBITRATION

In the event of any controversy or dispute between You and the Company or between You and an agent/representative of Company, including but not limited to directors, officers, managers or other employees of Company, who are being sued in an any capacity, as to all or any part of this Contract, any other Contract, or any dispute or controversy whatsoever pertaining to or arising out of the relationship between You and the Company or the dissolution or termination of same shall, at Company's option, be referred to an Arbitrator in accordance with the rules and provisions of the Indian Arbitration and Conciliation Act, 1996 and/or any modification or enactment thereto. Unless otherwise agreed in writing, the venue of arbitration will be in Chennai. The arbitration proceedings shall be conducted by a sole arbitrator appointed by the Company. The arbitral award shall be final and binding. Company shall, in addition, be entitled to reasonable sums for legal fees, filing fees and costs necessarily incurred in arbitration and/or litigation.

21. GOVERNING LAW & JURISDICTION

It is understood and agreed by You and the Company that this Contract shall be interpreted and governed in accordance with the laws of India, irrespective of the place of execution or the place or places of performance. The venue for any disputes arising under the Contract will be within the jurisdiction of the Courts in Chennai.

While the above terms and conditions are descriptive to the extent possible, you will be governed by the procedure and practices that are or may be in force. You are also bound by the HR handbook (as amended from time to time), which will be available with the HR department, and also available in the intranet for your reference.

You are requested to sign the copy of this letter in token of having read, understood and agreed to the term and condition stated herein, and return the same to us on or before **Wednesday, March 31, 2021**.

Yours truly,

For Vaken Technologies Pvt. Ltd.

Jayaseelan
Sr. Vice President

I, _____ have read the contents of this letter of offer/employment and agree to the term and conditions contained herein, without any reservation.

Name :
Address :
Date :
Email : yuvarajan1964@gmail.com

SALARY STRUCTURE

Employee Name: YUVARANI YUVARAJAN
Position: Trainee Engineer

The structure of the annual remuneration offered by the Company is as below:

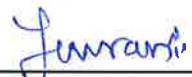
COMPONENTS	AMOUNT (INR PER ANNUM)
PAYMENTS	
Basic Pay	1,20,000
HRA	36,000
Dearness Allowance	1,78,070
Special Allowance	0
Total (A)	3,34,070
DEDUCTIONS	
EPF	21,600
Additional EPF	0
NPS	0
Gratuity	14,330
Group Insurance	30,000
Total (B)	65,930
Total CTC Per Annum (A+B)	4,00,000

All applicable taxes payable and statutory deductions (including labour welfare deductions) will be per applicable law, based on the above remuneration. Further, group medical insurance will come into effect from the Joining Date.

For Vaken Technologies Pvt. Ltd.

Employee Signature

Jayaseelan
Sr. Vice President



YUVARANI
 Date:

Letter of Appointment

19th July 2021

To,
Mr. Yogeshwar Mohan
India.

Dear Yogeshwar,

Congratulations! Welcome to the Evosys Team!

We are pleased to appoint you with Evolutionary Systems Pvt. Ltd. as an **Associate Consultant Technical**. The appointment is based on the information supplied by you in your application for employment. This appointment will be treated as 'null and void' if any material error, in the management opinion, is discovered and/or due to non-disclosure of relevant information about you, to the company.

Your terms of employment will be as below:

DEFINITIONS:

- (a) **Confidential Information:** information (whether or not recorded in documentary form, or stored on any magnetic or optical disk or memory) which is not in the public domain relating to the business, products, affairs and finances of the Company or Group Company for the time being confidential to the Company or Group Company and trade secrets including, without limitation, technical data and know-how relating to the business of the Company or Group Company or any of business contacts.
- (b) **Employment:** your employment by the Company on the terms of Continuation of Services Agreement and this Addendum.
- (c) **Group Company:** The Company, its subsidiaries or holding companies from time to time and any subsidiary of any Holding Company from time to time.
- (d) **Restricted Business:** Those parts of the business of the Company and any Group Company with which you were involved to a material extent in the period of 12 months before Termination.
- (e) **Restricted Customer:** any firm, company or person who, during the period of 12 months before Termination, was a customer or prospective customer of the Company or any Group Company with whom you had contact or about whom you became aware or informed in the course of your employment.
- (f) **Restricted Person:** anyone employed or engaged by the Company or any Group Company and who could materially damage the interests of the Company or any Group Company if they were involved in any Capacity in any business concern which competes with any Restricted Business and with whom you dealt in the period of 12 months before Termination in the course of your employment.
- (g) **Termination:** the termination of your employment with the Company howsoever caused.

SERVICE AGREEMENT

You are required to sign a two years and three months (2 years of Service Assurance + 3 Months Training) service agreement with the company effective 19th July 2021.

APPOINTMENT

1. Your date of appointment is 19th July 2021.

blak

Evolutionary Systems Pvt. Ltd.

11th Floor, Kataria Arcade, S.G. Highway, Makarba, Ahmedabad – 380051

Tel: +91 79 66823300, 66823301 | Email: contact@evosysglobal.com | Web: www.evosysglobal.com

2. Your Base location will be **Nagapattinam, India (Work from Home)**.

You will be liable to be transferred in such capacity as the Company may from time to time determine to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

COMPENSATION

Your annual salary will be **INR 3,50,004 (INR Three Lakhs Fifty Thousand and Four) Per Annum Only**.

The breakup of the annual salary is given in the enclosed Annexure - 1.

- (a) In case of onsite deputation, you will be entitled for *Per Diem* allowance of AED 70. In case of your deputation other than the UAE/Qatar, onsite allowance will be as per standard structure of that specific country, the details will be available in the deputation letter.
- (b) Salary, allowances and all other payments/benefits will be governed by the Company's rule as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.

BENEFITS

You will be entitled to the following benefits:

Leave: You shall be allowed to take leave as per the policies laid out in the Employee Manual. Such leaves will have to be authorized by your Supervisor or the Management of the Company. The leave year will be 1st January to 31st December. You will not be entitled for leaves during the training period. The leave accrual will commence after training period on pro-rata basis. During training period, you will be working from Monday to Saturday.

The employees, whose base location is India, will be entitled for public holidays declared by the company. The employees, whose base location is outside India, will be entitled for all holidays applicable as per Evosys Regional Calendar where they are deputed. Though if required, you may have to attend office during any of the above holidays.

Conveyance: The Company will reimburse the official travel conveyance expenses incurred at all onsite locations as per company policy.

Accommodation: The Company will provide you a shared bedroom accommodation facility at all onsite locations.

Overseas Travel Policy: Each time you travel abroad you will be provided with an Overseas Travel Insurance.

Group Medical Insurance: You and your family (i.e. spouse & up to 2 unmarried dependent children) will be covered under company's Group Medical Insurance policy on family floater basis. Additionally, you can also cover your dependent parents/in-laws in an optional Parental Policy by paying a nominal premium amount.

TIME ZONE

You will be required to work as per the time-zone of the assigned project or region.

SALARY REVISION

Our performance year is 1st July to 30th June. The performance appraisal will be based on KRAs as decided between employee and his/her supervisor. In your case, the first performance appraisal will be done in July 2022 and every 12 Months from thereon.



Evolutionary Systems Pvt. Ltd.

11th Floor, Kataria Arcade, S.G. Highway, Makarba, Ahmedabad – 380051

Tel: +91 79 66823300, 66823301 | Email: contact@evosysglobal.com | Web: www.evosysglobal.com



RETIREMENT

You shall retire on the attainment of 58 years unless specially required by the company in writing to continue in service beyond the age.

PROBATION PERIOD

Your appointment will be on a probationary basis for the first three months of your employment. Employment will be confirmed based on your performance and reviews during the training period.

NOTICE PERIOD

You need to serve one-month notice during probation period. Upon completion of probation period and confirmation as a regular employee, you or the company may terminate your service at any time by giving 90 days' notice or basic salary in lieu thereof. However due to exigencies of business the company may at its sole discretion reject the notice pay and ask you to serve the entire or part of the notice period. You shall not be relieved of your services, except upon issue of a letter by the company to that effect. In case of onsite deputations of more than three (3) months duration, based on project exigency, the notice period can be extended to further 30 days.

TERMINATION OF SERVICES

During the probationary period your employment may be terminated by either party at any time by giving to the other party written notice of not less 1 month or salary in lieu thereof at the sole discretion of the Company. On satisfactory completion of probation, your employment may be terminated by either party at any time by giving to the other party three (3) month's written notice or three (3) month's salary in lieu at the sole discretion of the Company. In the event of termination of services, you agree and authorize the Company to offset payment of any prorated allowance advances, and any other sums due to the Company to the extent permitted by law, against salary due and to withhold amounts that may be required by the relevant authorities. You will also be required to promptly deliver to Evosys all originals and copies of materials, documents and property of the Company which are in your possession or control.

RESTRICTIVE COVENANTS

- A. In order to protect the Confidential Information and business connections of the Company and each Group Company to which you have access as a result of the Employment, you covenant with the Company and for and on behalf of any Group Company that you shall not:
- for a period of 12 months after Termination, solicit or endeavor to entice away from the Company or any Group Company the business or custom of a Restricted Customer with a view to providing goods or services to that Restricted Customer in competition with any Restricted Business;
 - for a period of 12 months after Termination in the course of any business concern which is in competition with any Restricted Business, offer to employ or engage or otherwise endeavor to entice away from the Company [or any Group Company any Restricted Person;
 - for a period of 12 months after Termination, in the course of any business concern which is in competition with any Restricted Business, employ or engage or otherwise facilitate the employment or engagement of any Restricted Person, whether or not such person would be in breach of contract as a result of such employment or engagement;
 - for a period of 12 months after Termination, be involved in any Capacity with any business concern which is or intends to be in competition with any Restricted Business;

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- (e) for a period of 12 months after Termination, be involved with or otherwise have any business dealings with any Restricted Customer in the course of any business concern which is in competition with any Restricted Business; or
 - (f) at any time after Termination, represent him or herself as connected with the Company or any Group Company in any Capacity, other than as a former employee, or use any registered names or trading names associated with the Company or any Group Company.
- B. None of the restrictions in Clause 6(A) shall prevent you from:
- (a) holding an investment by way of shares or other securities of not more than 5% of the total issued share capital of the Company, whether or not it is listed or dealt in on a recognized stock exchange;
 - (b) being engaged or concerned in any business concern insofar as your duties or work shall relate solely to geographical areas where the business concern is not in competition with any Restricted Business;
 - (c) being engaged or concerned in any business concern, provided that your duties or work shall relate solely to services or activities of a kind with which you were not concerned to a material extent in the period of 12 months before Termination.
- C. The restrictions imposed on you by this Clause 6(A) apply to you acting:
- (a) directly or indirectly; and
 - (b) on their own behalf or on behalf of, or in conjunction with, any firm, company, or person.
- D. If you receive an offer to be involved in a business concern in any capacity during the Employment, or before the expiry of the last of the covenants in Clause 6(A), you shall give the person making the offer a copy of this Clause 6(A) and shall inform the Company the identity of that person and business concern as soon as possible after accepting the offer.
- E. Each of the restrictions in Clause 6(A) is intended to be separate and severable. If any of the restrictions shall be held to be void but would be valid if part of their wording were deleted, such restriction shall apply with such deletion as may be necessary to make it valid or effective, to the extent permitted under the applicable laws.
- F. If your employment is transferred to any firm, company, person or entity other than a Group Company (the "New Employer"), you will, if required, enter into an agreement with the New Employer containing post-termination restrictions corresponding to those restrictions in Clause 6(A), protecting the confidential information, trade secrets and business connections of the New Employer.

CODE OF CONDUCT

It is a condition of this offer and your acceptance that in terms of your business activities and personal endeavors, your conduct will be in accordance with Evosys policies.

- (a) You will be required to maintain a high standard of work ethics and culture.
- (b) Under no circumstances should you be absent or leave the workplace without proper consent from the company.
- (c) You will abstain from getting into conflict with the local people, government or with the administration. In case of problems, you are required to bring it to the notice of your reporting Manager or Company Management at the place of assignment.
- (d) In the matter of conduct, discipline, and other aspects of your engagement, you will be governed by the terms and conditions of the company, in force from time to time.

When deputed to client's office, you will be governed by the work conditions as determined by the client. You should comply with the legal requirements of each country in which the Company conducts business.

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CONFIDENTIALITY

During the course of your employment you will come across the assignment which relates to the client's /company's business and your assignment. All such information will be confidential in nature and proprietary for the client's/company's business. You are required not to divulge any information related to your work or the client's/company's business to any outside agency without prior permission from the Company. The obligation under this clause shall continue even after termination of this contract.

INTELLECTUAL PROPERTY

While you are an employee of the Company, you will promptly disclose to the Company, all intellectual Property developed by you, solely or jointly with others, in the course of your employment. Information pertaining to Evosys operations and intellectual property is confidential and you will be required to sign a non-disclosure agreement. A copy of the same is enclosed together which you must read and agree to abide by during your employment, needs to sign and return to us. If you are bound by a confidentiality agreement with a previous employer, you must notify the company and indemnify the company against any breach thereof.

GENERAL

- (a) You agree that during Evosys working hours, you will devote your whole working time to the service of the Company and will not engage in any work or employment.
- (b) The Company reserves the right to monitor your use of its information and technology resources including but not limited to monitoring your telephone calls, internet usage and emails.
- (c) The letter cancels and is in substitution of all previous letters of engagement, agreements and arrangements, whether oral or in writing between the Company and yourself. This letter, together with Company's all prevailing policies and regulations, is the entire agreement between you and the Company upon which you are employed.

MEDICAL FITNESS

By accepting this offer there is an implicit confirmation by you that you are medically fit to effectively perform the job for which you are being employed.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the employment with the above terms and conditions. We request that you keep information included in this appointment letter confidential.

We are pleased to welcome you to Evosys and look forward to a long-term association.

Sincerely,
Evolutionary Systems Pvt. Ltd.,

Sonal Shah

Sonal Shah
Vice President – HR & Operations

*Accepted
yogesh*

I agree to accept employment on the terms and conditions mentioned in the above letter.

Name & Signature

Date

Evolutionary Systems Pvt. Ltd.



Ref: TCSL/DT20195557407/1322888/Chennai

Date: 04 January 2021

MS. ANU S
6/85 Vadam Pokki Theru,
Thirukkadaiyur, Nagapattinam,
Tamilnadu-609311.
Tel# 919487241253

Sub: Joining Letter

Dear Ms. Anu S,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **03rd February 2021** , your joining location is **Chennai** , work location is **Chennai** and your stream is **IT** . This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining** .

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.



TCS Xperience Program

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is carefully designed to develop software engineering skills, nurture professionalism and inculcate a process mindset. This program provides the perfect platform to polish the skills you have gained through the TCS Xplore program, making you 'project ready'.

The duration of your TCS Xperience Program is based on your performance in TCS Xplore program and business requirements.

The program has regular assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You also have to fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.



We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!!

Warm regards,

Janardhan S
Global Head - Talent Development



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



Ref: TCSL/DT20195575463/1322225/Chennai

Date: 11 December 2020

MR. MANIKANDAN R
No.1 Mariyamman Kovil Street,
South Palpannaicherry, Nagapattinam,
Tamil Nadu-611003.
Tel# 917397683722

Sub: Joining Letter

Dear Mr. Manikandan R,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **07th January 2021** , your joining location is **Chennai** , work location is **Chennai** and your stream is **IT** . This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining** .

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.



TCS Xperience Program

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is carefully designed to develop software engineering skills, nurture professionalism and inculcate a process mindset. This program provides the perfect platform to polish the skills you have gained through the TCS Xplore program, making you 'project ready'.

The duration of your TCS Xperience Program is based on your performance in TCS Xplore program and business requirements.

The program has regular assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You also have to fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.



We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!!

Warm regards,

Janardhan S
Global Head - Talent Development



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

Date: 05/10/2020

Ref No: Hi-tech/2020/D/573

Dear **AISHWARYA.J**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/575

Dear **Narmadha.S**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/574

Dear **PRADEEPA J**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/576

Dear **Santhanalakshmi.R,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/577

Dear **Selvasiyamaladevi.H,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/578

Dear **Sushek.D**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/579

Dear Yogesh.R,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/581

Dear **NAVEENKUMAR S,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/584

Dear PIRAVIN K,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday. Appropriate time off will be considered for work performed outside normal operational hours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in black ink, appearing to read "M. Galsworthy". The signature is written in a cursive style with a horizontal line underneath.

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/B/580

Dear **RAMESHKUMAR M,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/B/585

Dear **VIGNESH G**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galvan".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/582

Dear **KARKIL VIJAY D,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/586

Dear THANGAPANDIYAN R,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/583

Dear R SANTHOSH,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

- Wishing you the very best in your career with us.

Regards,



HR manager

Date: 05/10/2020

Ref No: Hi-tech/2020/D/587

Dear **PRASANTH D,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th October, 2020.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at

interval periods unless requested for special reasons such as an overseas trip, marriage or others.

- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of the affairs or secrets of the Company to any other person(s) nor use or attempt to use any

information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager



8-Sep-2021

Dear Ms., Nandhini Ramanujam,

E-Code: E1258

Sub: Appointment Letter

Ref: IMS/CHN/OL/2021/B1/ E1258

We are pleased to confirm your offer acceptance with **Software Engineer Trainee** as the designation in band **B1**. Your Appointment will commence from the date of your joining which is **8-Sep-2021**.

The details of your compensation structure are given in Annexure" A", terms and conditions of your employment, Confidentiality and Code of Ethics as per "Ivy HR Policy".

Please note that your CTC is confidential, and you are not expected to share/discuss with anyone other than your Human Resource representative or your Manager.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. By accepting this you confirm that you are not breaching any terms or provisions of any prior agreement or arrangement.

We welcome you to a pursuit of excellence with Ivy Mobility Solutions!!!

Please visit our website <http://ivymobility.com/> for more information about our organization

For Ivy Mobility Solutions Pvt Ltd

Sign :



Prasaanth Subbiah

Name: Nandhini Ramanujam

Head - Human Resources

Date: 08-09-2021

Note: Kindly sign and return the duplicate copy of this letter as a token of your acceptance.

Enclosed: - ANNEXURE A.

Ivy Mobility Solutions Pvt. Ltd.

Registered Office
The Hive, 2nd Floor,
Kottivakkam Village, Survey No.292/1B1P,1A1P,
Rajiv Gandhi Salai (OMR) Chennai -600041

Corporate Office
Unit No: 1401,1402 & 1403, 14th Floor,
Supremus Building E Wing, iThink Technopark Campus,
Kanjurmarg (East), Mumbai - 400 042
Tel: +91 22 6232 3500 (150 Lines)



IS 654804
CIN # U72400TN2002PTC048858
WWW.ivymobility.com

Annexure A

Employee Name	Nandhini Ramanujam		
Designation	Software Engineer Trainee		
Monthly Gross	20,970		
CTC	3,00,000		
* Please note : The below numbers are an illustration to help you understand your salary break-up and its various components			
	Monthly	Annual	Description
Regular Payroll			
Basic Salary	8,250	99,000	33% of Total CTC
House Rent Allowance	4,125	49,500	50% of basic salary
Food Coupons(Sodexo)	1,250	15,000	Fixed Amount
Special Allowance	7,345	88,138	Balancing amount
Gross Salary	20,970	2,51,638	
Other Benefits			
Company contribution to PF	1,800	21,600	
Gratuity	397	4,762	Any employee who leaves the organisation after completion of 5 years, gets 15 days of his last drawn salary multiplied by number of years of service put in for the organisation as Gratuity, as per the laws prevailing at the time.
Medical Insurance	1,833	22,000	
Total Other Benefits	4,030	48,362	
Total CTC	25,000	3,00,000	
Medical Insurance	Corporate Group Mediciam policy for Self, Spouse and 2 Children with sum insured of Rs. 4,00,000/-		
	Corporate Group Personal Accident Insurance with sum insured of Rs.5,00,000/-		

For Ivy Mobility Solutions Pvt Ltd

Prasaanth Subbiah
Head- Human Resources

Ivy Mobility Solutions Pvt. Ltd.

Registered Office
The Hive, 2nd Floor,
Kottivakkam Village, Survey No.292/1B1P,1A1P,
Rajiv Gandhi Salai (OMR) Chennai -600041

Corporate Office
Unit No: 1401,1402 & 1403, 14th Floor,
Supremus Building E Wing, iThink Technopark Campus,
Kanjurmarg (East), Mumbai - 400 042
Tel: +91 22 6232 3500 (150 Lines)



IS 654804
CIN # U72400TN2002PTC048858
WWW.ivymobility.com



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3511

Dear ABITHA.N,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum. /-** which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3512

Dear ANUSUYA.M,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular stamp.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3514

Dear ARTHIA,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular stamp.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3510

Dear DIVYA.E,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3513

Dear HARITHA.R,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

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Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3515

Dear KOWSALYA.A,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

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Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3516

Dear MAHALAKSHMIS,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint, circular watermark of the company logo.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3520

Dear Naaznin begum.M,

Welcome to **SHIRIKSHI ELECTRONICS**.

We are pleased to appointment you for the position of **Software Tester** with **SHIRIKSHI ELECTRONICS**.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3521

Dear Preethi.A,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', is written over a faint, circular watermark of the company logo.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3524

Dear Priyadharshini.G.R,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

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Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3525

Dear Pushpa.A,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', is written over a faint, circular watermark of the company logo.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3526

Dear Sudarmathi,J,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3527

Dear Veena.V,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3517

Dear GOUSALYA.G,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular stamp.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3518

Dear PRAVIN.M,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', written over a faint circular stamp.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

Staff ID: SE-EGS/2020-3533

Dear DIVYA A,

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **2nd Nov 2020**.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

Staff ID: SE-EGS/2020-3534

Dear JESIRA J,

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **2nd Nov 2020**.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs2.8 Lakhs Per Annum. /-** which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3528

Dear VENKATESAN S,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum. /-** which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', with a stylized flourish at the end.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3529

Dear ABIRAMI K,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', with a stylized flourish at the end.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3530

Dear A HAMED JAFER FAYAS,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum. /-** which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a light blue horizontal line.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR .



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3531

Dear MOHAMED MOUMINI M,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**, /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', is written over a light blue horizontal line.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

16.09.2020

Staff ID: SE-EGS/2020-3532

Dear TAMILVANAN R,

Welcome to SHIRIKSHI ELECTRONICS.

We are pleased to appointment you for the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

We are eager to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **7th October 2020**.

As a **Software Tester**, you will be entitled to a monthly remuneration of **Rs 2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS depends on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

We look forward to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vignesh Raj', is written over a horizontal line.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Letter of Appointment

Staff ID: SE-EGS/2020-3535

Dear SHANDHOSH SHREE K K,

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Software Tester** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on **2nd Nov 2020**.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs2.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular stamp.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



DoorNo:G171, GroundFloor,Phase-3,No:769,
Spencer Plaza, Anna Salai, Chennai –600002
careers@ysquaretechnology.com

05/11/2019

YST/Chennai/2019127

Dear MAHESWARLP,

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yusef', written in a cursive style.

Director – Ysquare Technology, Chennai



DoorNo:G171, GroundFloor,Phase-3,No:769,
Spencer Plaza, Anna Salai, Chennai -600002
careers@ysquaretechnology.com

05/11/2019

YST/Chennai/2019128

Dear SATHISH.H,

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yaseen'.

Director - Ysquare Technology, Chennai



DoorNo:G171, GroundFloor,Phase-3,No:769,
Spencer Plaza, Anna Salai, Chennai -600002
careers@ysquaretechnology.com

05/11/2019

YST/Chennai/2019129

Dear **ESWARI G**,

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yaseen', written in a cursive style.

Director - Ysquare Technology, Chennai



DoorNo:G171, GroundFloor,Phase-3,No:769,
Spencer Plaza, Anna Salai, Chennai-600002.
careers@ysquaretechnology.com

05/11/2019

YST/Chennai/2019130

Dear KALAIMATHI V,

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yaseen', written in a cursive style.

Director - Ysquare Technology, Chennai



DoorNo:G171,GroundFloor,Phase-3,No:769,
SpencerPlaza,AnnaSalai,Chennai-600002

careers@ysquaretechnology.com

05/11/2019
YST/Chennai/2019131

Dear Amirthameena S

We are happy to offer you the full time employee for the position of **Software Developer at YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yusef', written over a light blue horizontal line.

Director - Ysquare Technology, Chennai



DoorNo:G171,GroundFloor,Phase-3,No:769,
SpencerPlaza,AnnaSalai,Chennai-600002

careers@ysquaretechnology.com

05/11/2019

YST/Chennai/2019132

Dear Mariyammal N

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yaseen', with a stylized flourish at the end.

Director - Ysquare Technology, Chennai



DoorNo:G171,GroundFloor,Phase-3,No:769,
SpencerPlaza,AnnaSalai,Chennai -600002

careers@ysquaretechnology.com

05/11/2019
YST/Chennai/2019133

Dear Mohanasundharam A

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an employee of **YSquare Technology**, you are also eligible for our benefits program, which includes medical insurance, vacation time, etc.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yusef', written over a horizontal line.

Director - Ysquare Technology, Chennai



DoorNo:G171,GroundFloor,Phase-3,No:769,
SpencerPlaza,AnnaSalai,Chennai-600002

careers@ysquaretechnology.com

05/11/2019
YST/Chennai/2019134

Dear Devibala M

We are happy to offer you the full time employee for the position of **Software Developer** at **YSquare Technology**. We believe your skill and Knowledge is an excellent match for our company.

The annual starting salary for this position is **Rs.2.75 LPA** to be paid. In addition to this starting salary, we're offering you free food & accommodation.

Your employment with **YSquare Technology** will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

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

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

YoursSincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yusef', written in a cursive style.

Director - Ysquare Technology, Chennai

TO

GAYATHRI S

EGS Pillay Engineering College



OFFER LETTER - RT2019-20/3924

Date: 06.03.2020

Dear Mr/Ms GAYATHRI S

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.76L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

If you agree to these terms, we would like you to join in our company on 01.06.2020 or else this letter will stand null and void.

Please submit the following documents, on the date of joining us

1. SSLC/HSC/UG Degree
2. Degree Provisional or TC & Conduct Certificate
3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

GAYATHRI S

For Retech Solutions

A handwritten signature in black ink, appearing to be 'Pragna', is written over a horizontal line.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

JOSHMI SHEEBA C

EGS Pillay Engineering College



OFFER LETTER - RT2019-20/3925

Date: 06.03.2020

Dear Mr/Ms JOSHMI SHEEBA C

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.76L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

If you agree to these terms; we would like you to join in our company on 01.06.2020 or else this letter will stand null and void.

Please submit the following documents, on the date of joining us

1. SSLC/HSC/UG Degree
2. Degree Provisional or TC & Conduct Certificate
3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

JOSHMI SHEEBA

C

For Retech Solutions

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

NALAMAGARAJAN B

EGS Pillay Engineering College



OFFER LETTER - RT2019-20/3926

Date: 06.03.2020

Dear Mr/Ms NALAMAGARAJAN B

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.76L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

If you agree to these terms, we would like you to join in our company on 01.06.2020 or else this letter will stand null and void.

Please submit the following documents, on the date of joining us

1. SSLC/HSC/UG Degree
2. Degree Provisional or TC & Conduct Certificate
3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

NALAMAGARAJAN B

For Retech Solutions

A handwritten signature in cursive script, appearing to read 'Pragna', is written over a light blue horizontal line.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

NOOR MOHAMED J

EGS Pillay Engineering College



OFFER LETTER - RT2019-20/3927

Date: 06.03.2020

Dear Mr/Ms NOOR MOHAMED J

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.76L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

If you agree to these terms, we would like you to join in our company on 01.06.2020 or else this letter will stand null and void.

Please submit the following documents, on the date of joining us

1. SSLC/HSC/UG Degree
2. Degree Provisional or TC & Conduct Certificate
3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

NOOR

MOHAMED J

For Retech Solutions

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F259

30-10-2020

Dear AMARNATH.A,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.



CONTRACT INCLUDES:

- A. Reporting: You will report to Network Manager.
- B. Basic salary: The offered Network Engineer position is at a Basic Salary of Rs. 2,67,000/- (Two Lakhs Sixty Seven Thousand Only) per year.
- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,

**S.Isha
HR Team
Sadhaya Telecom**



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F258

30-10-2020

Dear **Pavithra.B**,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
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- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F269

30-10-2020

Dear ABIRAMI S,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
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SADHAYA TELECOM

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- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



**S.Isha
HR Team
Sadhaya Telecom**



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F270

30-10-2020

Dear HEMA S,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents; and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
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- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

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- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F271

30-10-2020

Dear SHANMUGAPRIYA M,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
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- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F260

30-10-2020

Dear GANESH S,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
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- Document all changes to network configuration procedures.
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- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

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- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F261

30-10-2020

Dear GOKILA T,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
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- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
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- Updates data servers and network equipment.
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- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

CONTRACT INCLUDES:

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- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F262

30-10-2020

Dear KALAIVANI,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
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SADHAYA TELECOM

CONTRACT INCLUDES:

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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F263

30-10-2020

Dear MOHAMED NAJUMUDEEN B,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
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- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

CONTRACT INCLUDES:

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- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F264

30-10-2020

Dear SAMINATHAN K,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F265

30-10-2020

Dear GUHAN J,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
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No.1/46, Thiruvalluvar Salai, Sholingeanallur, Chennai-600097

Email: info@sadhayatelecom.in

SADHAYA TELECOM

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We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F266

30-10-2020

Dear MANIVANNAN V,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

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No.1/46, Thiruvalluvar Salai, Sholingeanallur, Chennai-600097

Email: info@sadhayatelecom.in

SADHAYA TELECOM

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We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F267

30-10-2020

Dear PRAVEEN V,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

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No.1/46, Thiruvalluvar Salai, Sholingeanallur, Chennai-600097

Email: info@sadhayatelecom.in

SADHAYA TELECOM

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We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

RefNo: ST-201920/F268

30-10-2020

Dear TAMIZHARASAN N,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

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We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F274

30-10-2020

Dear ABINESH VARAN P,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

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- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
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Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F275

30-10-2020

Dear **PRAVEENKUMAR M**,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

CONTRACT INCLUDES:

- A. Reporting: You will report to Network Manager.
- B. Basic salary: The offered Network Engineer position is at a Basic Salary of Rs. 2,67,000/- (Two Lakhs Sixty Seven Thousand Only) per year.
- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F272

30-10-2020

Dear MADHUMITHA M,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

CONTRACT INCLUDES:

- A. Reporting: You will report to Network Manager.
- B. Basic salary: The offered Network Engineer position is at a Basic Salary of Rs. 2,67,000/- (Two Lakhs Sixty Seven Thousand Only) per year.
- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201920/F273

30-10-2020

Dear SIVASANKARI S,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

CONTRACT INCLUDES:

- A. Reporting: You will report to Network Manager.
- B. Basic salary: The offered Network Engineer position is at a Basic Salary of Rs. 2,67,000/- (Two Lakhs Sixty Seven Thousand Only) per year.
- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



**S.Isha
HR Team
Sadhaya Telecom**

Letter of Employment

NIT/2020/EGS/222

Date: 26th August 2020

Dear N Balasurya,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty, on **3rd Sep 2020**

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) -3 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.



Navatron IT Solutions
 17 A, Swiss Plaza, Sirkali-609110
 Email: markgibran@navatronitsolution.com

Letter of Employment

NIT/2020/EGS/223

Date: 26th August 2020

Dear **Jayachandran**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,

P. Mark Gibran – Human Resource Management.



Navatron IT Solutions
17 A, Swiss Plaza, Sirkali-609110
Email: markgibran@navatronitsolution.com

Letter of Employment

NIT/2020/EGS/233

Date: 26th August 2020

Dear **M.Monika**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,

P. Mark Gibran – Human Resource Management.



Navatron IT Solutions
17 A, Swiss Plaza, Sirkali-609110
Email: markgibran@navatronitsolution.com

Letter of Employment

NIT/2020/EGS/224

Date: 26th August 2020

Dear **D.Naveena Jagadeswari**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

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For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,

P. Mark Gibran - Human Resource Management.



Navatron IT Solutions
17 A, Swiss Plaza, Sirkali-609110
Email: markgibran@navatronitsolution.com

Letter of Employment

NIT/2020/EGS/234

Date: 26th August 2020

Dear **Suba S,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,

P. Mark Gibran - Human Resource Management.



Navatron IT Solutions
17 A, Swiss Plaza, Sirkali-609110
Email: markgibran@navatronitsolution.com

Letter of Employment

NIT/2020/EGS/221

Date: 26th August 2020

Dear VICHITHRA B,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,

P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2020/EGS/235

Date: 26th August 2020

Dear **M. Mageshwari**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Letter of Employment

NIT/2020/EGS/236

Date: 26th August 2020

Dear **DHIVYADHARSHINI T,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

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For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2020/EGS/230

Date: 26th August 2020

Dear Jáyaseelan,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **3rd Sep 2020**

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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Accepted


Letter of Employment

NIT/2020/EGS/231

Date: 26th August 2020

Dear **MOHAMAD ASARUDEEN M,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

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For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Accepted
Mohamad Asarudeen

Letter of Employment

NIT/2020/EGS/225

Date: 26th August 2020

Dear **RILWANASAFRIN B,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

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For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Letter of Employment

NIT/2020/EGS/232

Date: 26th August 2020

Dear **ROSELINJENIFER R,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

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With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Letter of Employment

NIT/2020/EGS/226

Date: 26th August 2020

Dear **SINDHU K**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **3rd Sep 2020**

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) -3 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Letter of Employment

NIT/2020/EGS/227

Date: 26th August 2020

Dear **VINOTHA S**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **3rd Sep 2020**

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- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Accepted,
Vinotha S

Letter of Employment

NIT/2020/EGS/228

Date: 26th August 2020

Dear **AISHWARYA R,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **3rd Sep 2020**

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- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC, or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Letter of Employment

NIT/2020/EGS/229

Date: 26th August 2020

Dear **PAVITHRA B R**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **3rd Sep 2020**

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- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Accepted!
B.R. Panthra

Letter of Employment

NIT/2020/EGS/237

Date: 26th August 2020

Dear **UDHAYA VEENA A**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded on rolls of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs.2.6 Lakhs per Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **3rd Sep 2020**

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- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With Best wishes,

For Navatron IT Solutions,



P. Mark Gibran - Human Resource Management.

Date: 18/12/2019

Dear MARY VINCY M

Ref No: FS/HR/145

In accordance to our discussion, we have pleasure in selecting you as a HR Recruiter with effect from 03.05.2021

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of First source (hereinafter referred to as the Company, which includes any of its group concerns or subsidiaries or associate concerns). This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.21, 400 -per month

The breakup of salary components and allowances would be as per the company policy. Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deemed to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
Suresh Kumar

HR manager



Date: 18/12/2019

Dear ROHAN NICHOLAS A

Ref No: FS/HR/146

In accordance to our discussion, we have pleasure in selecting you as a HR Recruiter with effect from 03.05.2021

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of First source (hereinafter referred to as the Company, which includes any of its group concerns or subsidiaries or associate concerns). This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.21, 400 -per month

The breakup of salary components and allowances would be as per the company policy. Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deemed to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar

HR manager



PRIVATE AND CONFIDENTIAL

Reference No. - 1384060390

Applicant ID - 4340781

28-Mar-2021

MATHUMATHI RAJAGOPALAN

Dear MATHUMATHI,

We take great pleasure in extending an offer to you for being a part of ICICI Bank. You will be placed in Branch Banking at CHENNAI-PERUNGUDI LINK ROAD_BR. Your internship would take place at CHENNAI-PERUNGUDI LINK ROAD_BR. Please note that your appointment is subject to your successful completion of the Post Graduate Diploma in Sales and Relationship Banking.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join our Bank on 30-Mar-2021 initially as a Trainee.
- You will be required to complete the on-the-job training for a period of three months immediately on joining.
- You will also be required to complete the mandatory NISM certification along with other evaluation process during the three months on-the-job training period to be eligible for Grade Confirmation.
- On successful completion of the three months' on-the-job training and NISM Certification, you will be placed in the grade of Senior Officer in the Bank.
- In the event of your not successfully completing the on-the-job training as per assessment of the Bank or failure to complete NISM Certification, this offer of appointment to place you in the grade of Senior Officer shall stand withdrawn and you shall continue to be in a position of Trainee till such period as decided by the bank.
- After completion of on-the-job training and NISM Certification, you will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation, your service with the Bank shall be confirmed, and communicated in writing to you.

Remuneration:

(a) During Training Period

- You will be paid an all-inclusive lump sum stipend of Rs. 7,600/- (Rupees Seven Thousand Six Hundred only) per month.

(b) On successful completion of on-the-job training period as Senior Officer.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Reference No. - 1384060390
MATHUMATHI RAJAGOPALAN

- Your Base Salary will be Rs. 76,200/- (Rupees Seventy-Six Thousand and Two Hundred only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 87,900/- (Rupees Eighty-Seven Thousand and Nine Hundred) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 38,100/- (Rupees Thirty-Eight Thousand and one Hundred only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 11,430/- (Rupees Eleven Thousand Four Hundred and Thirty only) per annum.

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs. 400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Reference No. - 1384060390
MATHUMATHI RAJAGOPALAN

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.
- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

Reference No. - 1384060390
MATHUMATHI RAJAGOPALAN

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

Reference No. - 1384060390
MATHUMATHI RAJAGOPALAN

- **Termination of Employment:** Your services with the Bank are liable to be terminated:
 - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of:
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc. and
 - c) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.
- **General:**
 - Your appointment and continuation in employment are subject to you being found medically fit by a Bank appointed doctor, reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/marksheets at the time of joining.
 - You will be bound by the Rules and Regulations of the Bank.
 - You will keep us informed of any change in your residential address.

If you are agreeable to the above-mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Vemuri Sai Sowmya
Digitally signed by VEMURI SAI SOWMYA
HR MANAGER
Date: 2023.03.29 00:47:42 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Remuneration Details

Name : MATHUMATHI RAJAGOPALAN

Position : Senior Officer Trainee

Group : RETAIL BANKING GROUP

	Senior Officer Trainee	
	Monthly	Quarterly
Basic	3,500	10,500
HRA	1,750	5,250
Allowances	2,350	7,050
PF**	702	2,106
Total	8,302	24,906
** This total amount is subject to PF and Professional Tax Deductions		

Date: 28-Mar-2021

Digitally signed by VEMURI SAI
SOWMYA
Date: 2021.03.29 00:47:43 +05:30
Reason: Offer Letter
Location: Mumbai

Remuneration Details

Name: MATHUMATHI RAJAGOPALAN

Position: Senior Officer

Group: RETAIL BANKING GROUP

Senior Officer		
	Monthly	Annual
Basic	6,350	76,200
HRA	3,175	38,100
Supplementary Allowance*	7,325	87,900
Superannuation Allowance **	953	11,430
Total	17,803	213,630
Retirals		
Retirals (PF, Gratuity) ***	2,170	26,040
Total CTC	19,973	239,670
Performance Linked Retention Pay#	1,583	19,000
Total (incl PLRP)	21,556	258,670

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date : 28-Mar-2021

Digitally signed by VEMURI SAI SOWMYA

Date: 2021.03.29 00:47:43 +05:30

Reason: Offer Letter

Location: Mumbai



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion -2160

JOB OFFER LETTER

Dear **GUNASEKARAN.S,**

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-Fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion -2161

JOB OFFER LETTER

Dear RANJITH.J,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-Fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion -2162

JOB OFFER LETTER

Dear **SOUNDHARYA.B,**

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent addition to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-Fi modem for your convenience. After successful completion of internship period, you will be appointed as a regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5133**

Name: **S.Ajithkumar**

College: EGS Pillay Engineering College.

Dear **S.Ajithkumar**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
- Modify computer security files to incorporate new software, correct errors, or change individual access status
- Coordinate implementation of computer system plan with establishment personnel outside vendors
- Monitor use of data files regulate access to safeguard information in computer files
- Perform risk assessments as well as execute tests of data processing system to make sure functioning of data processing activities security measures
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Plot no. 60, Crystal Square Apartment,
EVP Park Avenue, Thiruvanmiyur, Chennai 600041
Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for information security analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5124**

Name: **Aswini.M**

College: EGS Pillay Engineering College.

Dear **Aswini.M**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
- Modify computer security files to incorporate new software, correct errors, or change individual access status
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BAIRAV TECH

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We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5135**

Name: **S.BismilHudha**

College: EGS Pillay Engineering College.

Dear **S.BismilHudha**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
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BAIRAV TECH

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Further information about the work:

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We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5137**

Name: **B. Dhivyabharathi**

College: EGS Pillay Engineering College.

Dear **B. Dhivyabharathi**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

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Further information about the work:

- You will report to Information Security Manager
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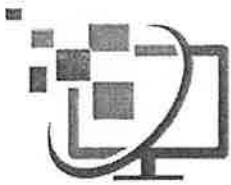
We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

A handwritten signature in black ink, appearing to read 'Abishek', is written over a faint, stylized graphic element.

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-E/EGS/5139

Name: **Gayathri**

College: EGS Pillay Engineering College.

Dear **Gayathri**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

Financial Offer - Salary and Benefits:

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Further information about the work:

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We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5129**

Name: **M.Kowsaki**

College: EGS Pillay Engineering College.

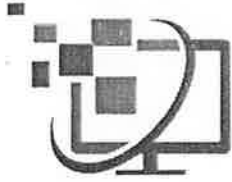
Dear **M.Kowsaki** ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

Financial Offer - Salary and Benefits:

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- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5126**

Name: **Manisha.M**

College: EGS Pillay Engineering College.

Dear **Manisha.M**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

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We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5134**

Name: **Mohamed shaikalawudeen**

College: EGS Pillay Engineering College.

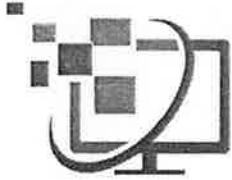
Dear **Mohamed shaikalawudeen**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

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BAIRAV TECH

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We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-E/EGS/5127

Name: Sivasankari K

College: EGS Pillay Engineering College.

Dear Sivasankari K ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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Email:aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

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Further information about the work:

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We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5132**

Name: **SUGUNA G**

College: EGS Pillay Engineering College.

Dear **SUGUNA G**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

Financial Offer - Salary and Benefits:

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We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-E/EGS/5131**

Name: **Srimathi M**

College: EGS Pillay Engineering College.

Dear **Srimathi M**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

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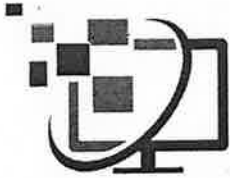
We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition

05



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-F/EGS/5125

Name: AKILA J

College: EGS Pillay Engineering College.

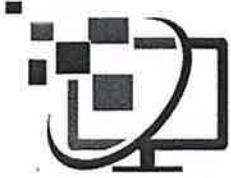
Dear AKILA J ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

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Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

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- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

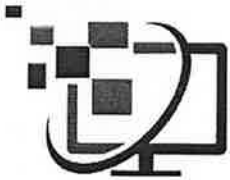
We look forward to join our company in order to work with you

Sincerely,

Abishek

Mr. T. Abishek
Manager – Talent Acquisition

Accepted
J. Akula



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-F/EGS/5140

Name: AVINASH R

College: EGS Pillay Engineering College.

Dear AVINASH R ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
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BAIRAV TECH

Financial Offer - Salary and Benefits:

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Further information about the work:

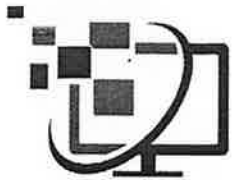
- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-F/EGS/5128

Name: GOWRI S

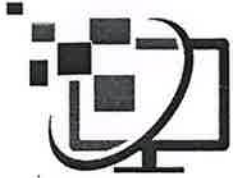
College: EGS Pillay Engineering College.

Dear GOWRI S ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

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BAIRAV TECH

Financial Offer - Salary and Benefits:

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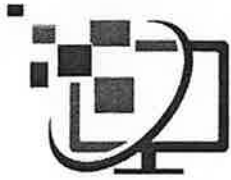
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We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-F/EGS/5130**

Name: **MADUMITHA D**

College: EGS Pillay Engineering College.

Dear **MADUMITHA D**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

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- Maintain permanent fleet cryptologic as well as carry-on direct support systems required in special land, sea surface subsurface operations

Plot no. 60, Crystal Square Apartment,
EVP Park Avenue, Thiruvanmiyur, Chennai 600041
Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for information security analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,



Mr. T. Abishek
Manager – Talent Acquisition

Accepted
Kalaveerani



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-F/EGS/5136

Name: MANISHA C

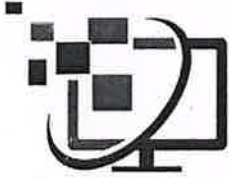
College: EGS Pillay Engineering College.

Dear MANISHA C ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
- Modify computer security files to incorporate new software, correct errors, or change individual access status
- Coordinate implementation of computer system plan with establishment personnel outside vendors
- Monitor use of data files regulate access to safeguard information in computer files
- Perform risk assessments as well as execute tests of data processing system to make sure functioning of data processing activities security measures
- Encrypt data transmissions as well as erect firewalls to conceal confidential information as it is being transmitted to keep out tainted digital transfers
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BAIRAV TECH

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Further information about the work:

- You will report to Information Security Manager
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- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Abhishek

Mr. T. Abishek
Manager – Talent Acquisition

Securit
C. M. Mithu



BAIRAV TECH

Date: 10/10/2020

Reference No: 2020/Team-F/EGS/5138

Name: PIRABU R

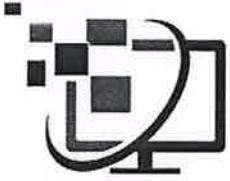
College: EGS Pillay Engineering College.

Dear **PIRABU R**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
- Modify computer security files to incorporate new software, correct errors, or change individual access status
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BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for information security analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- Your vacation is 2 days per week

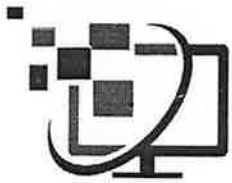
We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition

39



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-F/EGS/5141**

Name: **PRIYA R**

College: EGS Pillay Engineering College.

Dear **PRIYA R**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
- Modify computer security files to incorporate new software, correct errors, or change individual access status
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Plot no. 60, Crystal Square Apartment,
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Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for information security analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
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- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition

Received
- L. Raja



Date: 10/10/2020

Reference No: 2020/Team-F/EGS/5123

Name: SURIYAKALA S

College: EGS Pillay Engineering College.

Dear SURIYAKALA S ,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
- Modify computer security files to incorporate new software, correct errors, or change individual access status
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Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

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Further information about the work:

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- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



BAIRAV TECH

Date: 10/10/2020

Reference No: **2020/Team-F/EGS/5142**

Name: **SAIRAM SHALINI R**

College: EGS Pillay Engineering College.

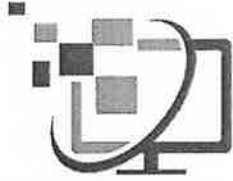
Dear **SAIRAM SHALINI R**,

We are pleased to confirm you have been selected to work for Bairav Tech as "information security analyst".

Responsibilities are to:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs
- Monitor current reports of computer viruses to define when to update virus protection systems
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Email: aarya4u@bairavtech.in



BAIRAV TECH

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- Your vacation is 2 days per week

We are delighted to send you this offer to be approved and signed from you in order to start the job from **15 Oct 2020**.

We look forward to join our company in order to work with you

Sincerely,

Mr. T. Abishek
Manager – Talent Acquisition



13th Sep 2020

CD/HR/10-2020/251/ICCOE0-255

To,

JAHABAR SADIQ S

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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3. Your joining date will be Oct 2020. However, you will be signing 3 years' of minimum service agreement at the timing of joining.
4. You should also Sign the Pre-Acceptance Agreement for conditions to undergo CA Deploy Center of Excellence Training Module.
5. Your annual CTC will be INR.2,40,000/- (Two Lakhs Forty Thousand Only), including annual performance bonus. The employment agreement will contain the detail break-up of the salary.

Please note that your employment will also depends on the business exigencies and other market conditions at that time.

This letter is not a guarantee of employment with the Company and it is subjected to your performance during the Center of Excellence Training Module evaluation, authentication of the details provided by you. The Company reserves right to with held this appointment given to you.

We would like to take this opportunity to wish you a successful career with us.

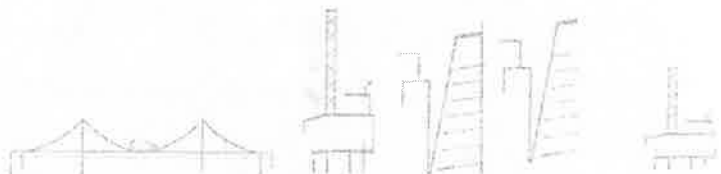
For CA Deploy Engineering Pvt Ltd.

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/251/ICCOE0-252

To,

KALAIYARASAN K

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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We would like to take this opportunity to wish you a successful career with us.

For CA Deploy Engineering Pvt Ltd.

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/251/ICCOE0-256

To,

MANIVASAGAM D

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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We would like to take this opportunity to wish you a successful career with us.

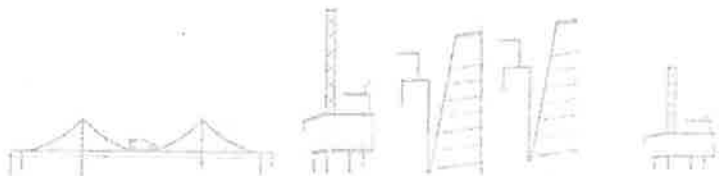
For CA Deploy Engineering Pvt Ltd.

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/251/ICCOE0-254

To,

PRAKASH K

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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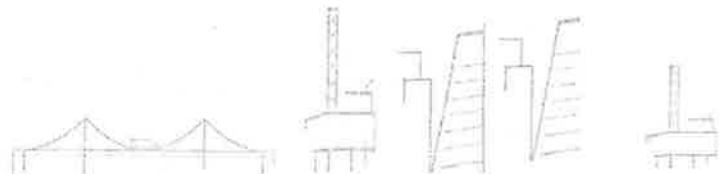
For **CA Deploy Engineering Pvt Ltd.**

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/251/ICCOE0-253

To,

RAJESH S

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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We would like to take this opportunity to wish you a successful career with us.

For CA Deploy Engineering Pvt Ltd.

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/251/ICCOE0-261

To,

VIGNESH S

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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We would like to take this opportunity to wish you a successful career with us.

For **CA Deploy Engineering Pvt Ltd.**

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
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13th Sep 2020

CD/HR/10-2020/251/ICCOE0-258

To,

KALAIMANI

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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We would like to take this opportunity to wish you a successful career with us.

For **CA Deploy Engineering Pvt Ltd.**

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/251/ICCOE0-257

To,

AMARNATH

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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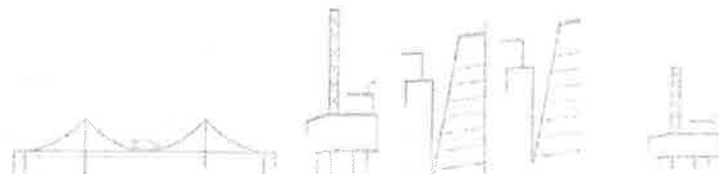
For **CA Deploy Engineering Pvt Ltd.**

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Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/25/ICCOE0-267

To,

MANIKANDAN S

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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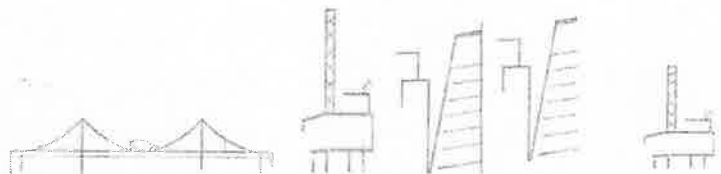
We would like to take this opportunity to wish you a successful career with us.

For **CA Deploy Engineering Pvt Ltd.**

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/25/ICCOE0-268

To,

SATHESHKUMAR M

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

The detailed appointment letter in the form of employment agreement will be given to you at the time of confirmation. Your employment with the Company shall be subject to the following conditions:

1. You have to successfully complete the degree without arrears in any semester along with Training Modules at CA Deploy Center of Excellence.
2. Your training module of CA Deploy Centre of Excellence will start from 15th Sep 2020. Any Change in the schedule will be intimated accordingly.
3. Your joining date will be Oct 2020. However, you will be signing 3 years' of minimum service agreement at the timing of joining.
4. You should also Sign the Pre-Acceptance Agreement for conditions to undergo CA Deploy Center of Excellence Training Module.
5. Your annual CTC will be INR.2,40,000/- (Two Lakhs Forty Thousand Only), including annual performance bonus. The employment agreement will contain the detail break-up of the salary.

Please note that your employment will also depends on the business exigencies and other market conditions at that time.

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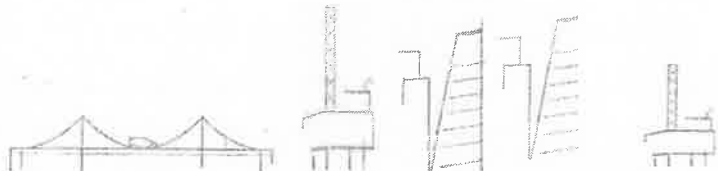
For **CA Deploy Engineering Pvt Ltd.**

A handwritten signature in black ink, appearing to read 'Sivan Pillai'.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/25/ICCOE0-262

To,

HARI HARAN M

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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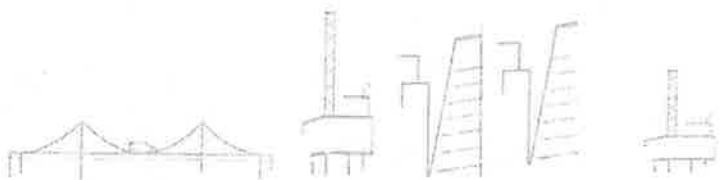
For **CA Deploy Engineering Pvt Ltd.**

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Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/25/ICCOE0-263

To,

MUTHARASANA

With great pleasure, CADeploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CADeploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

The detailed appointment letter in the form of employment agreement will be given to you at the time of confirmation. Your employment with the Company shall be subject to the following conditions:

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We would like to take this opportunity to wish you a successful career with us.

For CADeploy Engineering Pvt Ltd.

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Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/25/ICCOE0-264

To,

RAGUL R

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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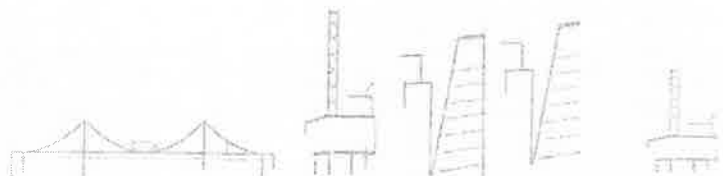
For **CA Deploy Engineering Pvt Ltd.**

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Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





13th Sep 2020

CD/HR/10-2020/25/ICCOE0-265

To,

VINOTH K

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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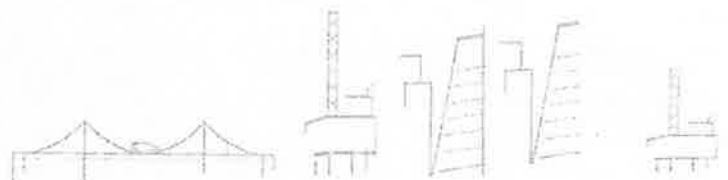
For **CA Deploy Engineering Pvt Ltd.**

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Sivan Pillai
Chief of Staff & CEO Liaison

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Telephone No. : 040 23111848



79



13th Sep 2020

CD/HR/10-2020/25/ICCOE0-266

To,

SIVAGANESH B

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at Sri Eshwar College of Engineering, Coimbatore. This letter outlines the basic terms which would lead to your employment with the Company.

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For CA Deploy Engineering Pvt Ltd.

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Sivan Pillai
Chief of Staff & CEO Liaison

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Telephone No. : 040 23111848





Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion -2158

JOB OFFER LETTER

Dear **MOHAMED KOWDAL AZARUDEEN S,**

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-Fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion -2159

JOB OFFER LETTER

Dear NIVETHA. S,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent addition to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-Fi modem for your convenience. After successful completion of internship period, you will be appointed as a regular employee with compensation of **Rs. 19,000/- per month**.

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Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

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INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion-2163

JOB OFFER LETTER

Dear Abirami.S,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
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Chennai.

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INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion-2164

JOB OFFER LETTER

Dear Mathubala.K,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

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Looking forward to work with you.

With regards,

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Raxion Innovation,
Chennai.

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INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion-2165

JOB OFFER LETTER

Dear Abarna S,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

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With regards,

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Raxion Innovation,
Chennai.

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INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion-2166

JOB OFFER LETTER

Dear Hariharan S,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

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Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

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INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 06/03/2020

Offer No.: Raxion-2167

JOB OFFER LETTER

Dear Daniyal .S,

We are pleased to extend you an offer for the position of “**Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 12,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

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Looking forward to work with you.

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Raxion Innovation,
Chennai.

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INNOVATION

APPOINTMENT ORDER

To: **HARIRAAM K M**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **HARIRAAM K M**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : HARIRAAM K M	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **ANANDHAN M**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

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Regards



Authorized Signatory
For Cluster Wings

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Name : ANANDHAN M	
Compensation Elements	Per Month
Basic Salary	9,000
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Other allowance	4,000
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Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **ARAVINDH M**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **ARAVINDH M**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : ARAVINDH M	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **CHOZHA RAJAN T**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **CHOZHA RAJAN T**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule I, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
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6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : CHOZHA RAJAN T	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **DHARMENDHIRAN R**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **DHARMENDHIRAN R**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
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6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : DHARMENDHIRAN R	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **KIRUBA PARAMESWARAN G**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **KIRUBA PARAMESWARAN G**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : KIRUBA PARAMESWARAN G	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **MOHAMED ASHAK A**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **MOHAMED ASHAK A**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : MOHAMED ASHAK A	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **MOHAMED ESHANULLAH M**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **MOHAMED ESHANULLAH M**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC trainee** Effective from 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC trainee**,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : MOHAMED EHSANULLAH M	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **PRAKASH S**
EGS Pillay Engineering College.
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **PRAKASH S**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : PRAKASH S	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **SADEESHKUMAR M**
EGS Pillay Engineering College.
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **SADEESHKUMAR M**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : SADEESHKUMAR M	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **SHANMUGAPRIYAN N**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **SHANMUGAPRIYAN N**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC trainee** Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC trainee**,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings



SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : SHANMUGAPRIYAN N	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **SURIYAPRAKASH R**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **SURIYAPRAKASH R**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule I, hereto.
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8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings



SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : SURIYAPRAKASH R	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **VELAVAN K**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **VELAVAN K**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule I, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : VELAVAN K	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **KIRUBAKARAN R**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **KIRUBAKARAN R**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I -COMPENSATIONDETAILS**SALARY STRUCTURE**

Name : KIRUBAKARAN R	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **VAIDHEESVARAN S**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **VAIDHEESVARAN S**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : VAIDHEESVARAN S	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **ADHITHYAN G R**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **ADHITHYAN G R**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule I, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : ADHITHYAN G R	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **MADHANBABU M**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **MADHANBABU M**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : MADHANBABU M	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **SRIRAM R**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **SRIRAM R**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Name : SRIRAM R	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **THIRUVENGADAM B**
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **THIRUVENGADAM B**,

We are confirming that you have been selected to be appointed in our organization as a Designation of **Jr. HVAC** trainee Effective form 7th Sep 2020 on the following terms and conditions:

1. **Commencement of employment** : Your employment will be effective, as of 7th Sep 2020
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only)** your detailed salary and other benefits will be as set out in Schedule 1, hereto.
4. **Hours of Work**: The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) You are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time..

7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving no less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.

9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I -COMPENSATIONDETAILS**SALARY STRUCTURE**

Name : THIRUVENGADAM B	
Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-C/133**

To,

ARAVINTH P P

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear ARAVINTH P P,

We are pleased to inform you that you have been selected for the profile "**FTCP**" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



92



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/114**

To,
ARAVINTH N
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear ARAVINTH N,

We are pleased to inform you that you have been selected for the profile "**FTCP**" on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

Guido Spacard

95



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/115**

To,
BALAJI G
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear BALAJI G,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/116**

To,

DEEBAN B

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear DEEBAN B,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



2



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/117**

To,

DILEEP R

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear DILEEP R,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

Guise Prasad



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/118**

To,

GURUMURTHY M

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear GURUMURTHY M,

We are pleased to inform you that you have been selected for the profile "**FTCP**" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/122**

To,

PORCHELVAN V

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear PORCHELVAN V,

We are pleased to inform you that you have been selected for the profile "**FTCP**" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

32



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/127**

To,
RADHAKRISHNAN S
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear RADHAKRISHNAN S,

We are pleased to inform you that you have been selected for the profile "**FTCP**" on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

December 4th 2020Employee Reg No: **CT/20209/Reg/Shift-B/128**

To,

RAGUL R (10-10-1999)Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear RAGUL R (10-10-1999),

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP**Location: Coimbatore**

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



Cluster Technologies
33, Pollachi Main Rd, Reddy
Colony, Coimbatore-24.



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/123**

To,
RAJA V
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear RAJA V,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/124**

To,

VIGNESH K

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear VIGNESH K,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,





December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-A/130**

To,

VIGNESH P

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear VIGNESH P,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

12

Cluster Technologies

Cluster Technologies
33, Pollachi Main Rd, Reddy
Colony, Coimbatore-24.



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/120**

To,

DHARAN KUMAR D

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear DHARAN KUMAR D,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

69



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/121**

To,

PIRUTHIVIRAJAN M

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear PIRUTHIVIRAJAN M,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/126**

To,
RAMANARAYANAN S
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear RAMANARAYANAN S,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

g. s. prasad

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-A/129**

To,
SENTHAMIZHSELVAN C
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear **SENTHAMIZHSELVAN C**,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

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Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

Quisprasad

62

Cluster Technologies

Cluster Technologies
33, Pollachi Main Rd, Reddy
Colony, Coimbatore-24.



December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/125**

To,

VIJAY R

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear VIJAY R,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

www.clustertechnologies.in

info@clustertechnologies.in

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-A/131**

To,

GIRITHARAVASAN G

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear GIRITHARAVASAN G,

We are pleased to inform you that you have been selected for the profile "FTCP" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

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Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,

Guidipracash

December 4th 2020

Employee Reg No: **CT/20209/Reg/Shift-B/132**

To,

VIGNESH G

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagappattinam

Dear VIGNESH G,

We are pleased to inform you that you have been selected for the profile "**FTCP**" on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the later requirement of the business.

Commencement of Employment: Your employment will be effective with us since **December 7th 2020** onwards.

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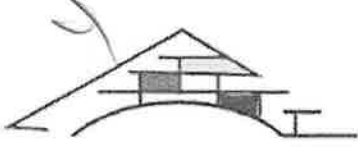
Working Hours: The working class will start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,





Cell : 98424 58564

MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyan@gmail.com

Rtn. Er. **K. KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/72

APPOINTMENT ORDER

Dear AKASH T S,

We welcome you to join our organization as Site Engineer on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn. Er. K. Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/73

APPOINTMENT ORDER

Dear **HARIHARAN J.**

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/74

APPOINTMENT ORDER

Dear MANIKANDAN G,

We welcome you to join our organization as Site Engineer on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/80

APPOINTMENT ORDER

Dear **MANOJ R,**

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyan@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/76

APPOINTMENT ORDER

Dear MOHAMED ISMAIL GANI M.,

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernnooviyan@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/77

APPOINTMENT ORDER

Dear PAVITHRA N,

We welcome you to join our organization as Site Engineer on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

64
Cell : 98424 58564



MODERN BUILDERS

Q 7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
✉ modernnooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/78

APPOINTMENT ORDER

Dear **SURIYA PRAKASH D.**

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

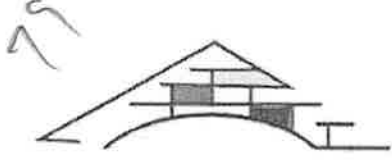
K. Karthikesan

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyan@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/75

APPOINTMENT ORDER

Dear HIRAN,

We welcome you to join our organization as Site Engineer on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:

1. **Copy of relevant certificates in support of your date of birth.**
2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 25/10/2020

Employee ID: MODERN/NGT/2020/H/79

APPOINTMENT ORDER

Dear RAJKUMAR,

We welcome you to join our organization as Site Engineer on the following terms and conditions:

1. Your employment will be valid from **02nd November 2020**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 02.11.2020 or any information furnished by you is found to be false.
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2. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
3. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

AF:HR:SK:AO:2020-21:001

GOKULRAJ U/ CAD Engr. Trainee.

Sep. 30, 2020.

GOKULRAJ U
No.469, Keelavalacherry,
Atikaddai(Pt),
Kuthanallur,
Thiruvarur - 613702

Sub: LETTER OF APPOINTMENT

Sir,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee**.
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020**. In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
- 4) **PROBATION:** You will be on probation of six months from the date of joining work, but if the management is not satisfied with your work and conduct, your services shall be liable to be terminated without notice at any time during or / on completion of probationary period. This period will be liable to such extension(s) as the management may deem fit in its sole discretion and unless an order in writing confirming you is given, you will not deemed to have been made permanent. Similarly, you are at liberty to resign from service after giving 30days notice during the probation period.
- 5) **TERMINATION OF SERVICE:** The management reserves the right to terminate this appointment subsequent to confirmation on giving you notice of one month or payment in lieu thereof. Similarly you shall be at liberty to resign from service after giving three months notice or payment in lieu thereof.



- 6) **ABANDONMENT AND AUTOMATIC TERMINATION:** Absence for a continuous period of ten days (including absence when leave though applied for but not granted) and when overstayed for a period for 10 days would make you lose your lien on the service and the same shall automatically come to an end without any notice or intimation.
- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS:** 9.30am to 6.00pm or as per given schedule.

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION**.

S. Kottaswaran

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:



AF:HR:SK:AO:2020-21:002
Sep. 30, 2020.

HARIHARAN R/ CAD Engr. Trainee.

HARIHARAN R
No.125/3, Mainroad
Valavaikal,
Thiruvarur - 613705

Sub: LETTER OF APPOINTMENT

Sir,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee.**
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020**. In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
- 4) **PROBATION:** You will be on probation of six months from the date of joining work, but if the management is not satisfied with your work and conduct, your services shall be liable to be terminated without notice at any time during or / on completion of probationary period. This period will be liable to such extension(s) as the management may deem fit in its sole discretion and unless an order in writing confirming you is given, you will not be deemed to have been made permanent. Similarly, you are at liberty to resign from service after giving 30 days notice during the probation period.
- 5) **TERMINATION OF SERVICE:** The management reserves the right to terminate this appointment subsequent to confirmation on giving you notice of one month or payment in lieu thereof. Similarly you shall be at liberty to resign from service after giving three months notice or payment in lieu thereof.



- 6) **ABANDONMENT AND AUTOMATIC TERMINATION:** Absence for a continuous period of ten days (including absence when leave though applied for but not granted) and when overstayed for a period for 10 days would make you lose your lien on the service and the same shall automatically come to an end without any notice or intimation.
- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS:** 9.30am to 6.00pm or as per given schedule.

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION**.

S. Koteswaran.

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:



AF:HR:SK:AO:2020-21:003
Trainee.
Sep. 30, 2020.

NAVALADI RAJAN R/ CAD Engr.

NAVALADI RAJAN R
No.55, Bharathiyar Street,
Near Busstand
Karaikal- 609602

Sub: LETTER OF APPOINTMENT

Sir,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee**.
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020**. In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
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- 5) **TERMINATION OF SERVICE:** The management reserves the right to terminate this appointment subsequent to confirmation on giving you notice of one month or payment in lieu thereof. Similarly you shall be at liberty to resign from service after giving three months notice or payment in lieu thereof.



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- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS: 9.30am to 6.00pm or as per given schedule.**

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION.**

S. Kottarasaran

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:



AF:HR:SK:AO:2020-21:004
Sep. 30, 2020.

RAJESWARI S/ CAD Engr. Trainee.

RAJESWARI S
No.44/4, Melpathi,
Vedharanyam,
Nagapattinam-614810

Sub: LETTER OF APPOINTMENT

Madam,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee.**
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020.** In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
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- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS:** 9.30am to 6.00pm or as per given schedule.

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION**.

S. Kotharasu

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:



AF:HR:SK:AO:2020-21:007

ROSHMA R/ CAD Engr. Trainee.

Sep. 30, 2020.

ROSHMA R

**No. 140, Mariamman kovil Street,
Nagapattinam - 611001**

Sub: LETTER OF APPOINTMENT

Madam,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee.**
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020**. In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
- 4) **PROBATION:** You will be on probation of six months from the date of joining work, but if the management is not satisfied with your work and conduct, your services shall be liable to be terminated without notice at any time during or / on completion of probationary period. This period will be liable to such extension(s) as the management may deem fit in its sole discretion and unless an order in writing confirming you is given, you will not deemed to have been made permanent. Similarly, you are at liberty to resign from service after giving 30days notice during the probation period.
- 5) **TERMINATION OF SERVICE:** The management reserves the right to terminate this appointment subsequent to confirmation on giving you notice of one month or payment in lieu thereof. Similarly you shall be at liberty to resign from service after giving three months notice or payment in lieu thereof.



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- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS:** 9.30am to 6.00pm or as per given schedule.

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION.**

S. Kothaneswaran

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:





ATHULYA FOUNDATION

AF:HR:SK:AO:2020-21:005

SUDHAHAR M/ CAD Engr. Trainee.

Sep. 30, 2020.

SUDHAHAR M
4/28, pillay kovil street,
Alathangudi,
Thiruvarur - 613701

Sub: LETTER OF APPOINTMENT

Sir,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee.**
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020.** In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
- 4) **PROBATION:** You will be on probation of six months from the date of joining work, but if the management is not satisfied with your work and conduct, your services shall be liable to be terminated without notice at any time during or / on completion of probationary period. This period will be liable to such extension(s) as the management may deem fit in its sole discretion and unless an order in writing confirming you is given, you will not deemed to have been made permanent. Similarly, you are at liberty to resign from service after giving 30days notice during the probation period.
- 5) **TERMINATION OF SERVICE:** The management reserves the right to terminate this appointment subsequent to confirmation on giving you notice of one month or payment in lieu thereof. Similarly you shall be at liberty to resign from service after giving three months notice or payment in lieu thereof.



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- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS:** 9.30am to 6.00pm or as per given schedule.

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION**.

S. Kottarasathan

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:



AF:HR:SK:AO:2020-21:006
Sep. 30, 2020.

MANIKANDAN S/ CAD Engr. Trainee.

MANIKANDAN S
No.7/75, Melavadiyakadu,
Muthupet,
Thiruvarur - 614703

Sub: LETTER OF APPOINTMENT

Sir,

With reference to your application dated 06/03/2020 and subsequent interview with us, we have pleasure in offering you an appointment in the following terms and conditions:

- 1) **DESIGNATION:** You will be designated as **CAD Engineer – Trainee**.
- 2) **SALARY:** Your Salary will be **Rs 18,000** and accommodation will be provided by company.
- 3) **EFFECTIVE DATE OF APPOINTMENT:** You are required to join us on **October 1, 2020**. In case you do not report for work by this date, this offer will stand automatically withdrawn, unless extended by the management.
- 4) **PROBATION:** You will be on probation of six months from the date of joining work, but if the management is not satisfied with your work and conduct, your services shall be liable to be terminated without notice at any time during or / on completion of probationary period. This period will be liable to such extension(s) as the management may deem fit in its sole discretion and unless an order in writing confirming you is given, you will not deemed to have been made permanent. Similarly, you are at liberty to resign from service after giving 30days notice during the probation period.
- 5) **TERMINATION OF SERVICE:** The management reserves the right to terminate this appointment subsequent to confirmation on giving you notice of one month or payment in lieu thereof. Similarly you shall be at liberty to resign from service after giving three months notice or payment in lieu thereof.



- 6) **ABANDONMENT AND AUTOMATIC TERMINATION:** Absence for a continuous period of ten days (including absence when leave though applied for but not granted) and when overstayed for a period for 10 days would make you lose your lien on the service and the same shall automatically come to an end without any notice or intimation.
- 7) **LEAVE:** You will be eligible for leave as per company rules.
- 8) **WORKING HOURS:** 9.30am to 6.00pm or as per given schedule.

Please return the duplicate copy of the letter of appointment duly signed as a token of your having accepted the appointment within two days from the date of receipt of this letter.

Thanking you,

yours sincerely,

For **ATHULYA FOUNDATION.**

S. Kottaraswaran

Director

I have read and understood the terms and conditions of this Appointment Order.

Signature:

Date:





Ref. ID: HR/Jul-2020/Appt Letter O28

Dear Gurunilani S,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a "Junior Software Engineer".

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- **Position:** You will be working as a Web developer and reporting to the IT manager.
- **Working hours:** Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- **Compensation:** Your salary will be Rs.2.16 LPA.
- **Benefits:** As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 07.02.2020
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungalathur, Chennai 600 063
Tel : +91 44 6600 5800 CIN.U72200TN2002PTC049583 Website: www.mobiuservices.com



Ref. ID: HR/Jul-2020/Appt Letter O29

Dear Madhubala M,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a "Junior Software Engineer".

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.2.16 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 07.02.2020
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungalathur, Chennai 600 063
Tel : +91 44 6600 5800 CIN.U72200TN2002PTC049583 Website: www.mobiuservices.com



CI/2020-2021/3794

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

S. Ananthi

Date: 08.07.2020

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3794

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3794

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3794

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3794

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3783

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)
APPOINTMENT ORDER

To,

Date: 08.07.2020

R. Nithya Priya

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth
a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3783

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3783

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3783

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3783

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3784

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)**APPOINTMENT ORDER****To,****Date: 08.07.2020****M. Prasanth**

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth**a) Preliminary Training:**

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3784

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3784

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3784

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3784

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3797

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)**APPOINTMENT ORDER****To,****Date: 08.07.2020****P. RethinaKumari**

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family; we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth**a) Preliminary Training:**

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3797

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3797

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3797

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3797

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3796

ILM/F/45/1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

Subashini R

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3796

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3796

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3796

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3796

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3793

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)
APPOINTMENT ORDER

To,

Date: 08.07.2020

VAITHEESWARI M

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **"Professional Faculty – Communicative English"** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth
a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) **The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.**



CI/2020-2021/3793

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
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Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3793

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3793

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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1. Your recent passport size photograph (2nos).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3793

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI/2020-2021/3804

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 03.01.2018

KAMALI S

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3804

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

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Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3804

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3804

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3804

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).			
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI/2020-2021/3805

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

METHANRAJ S

Date: 03.01.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2019. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3805

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3805

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3805

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

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4. Medical Certificate (Annexure-3).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3805

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
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Note:			
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI/2020-2021/3780

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

ABDUL HAMEED MARAICAR.B

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3780

ILM / F / 45 / 1.7

b) Academic and Career Growth:

1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

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Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3780

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3780

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313 / 26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3780

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3776

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

KARPAGAVALLI .R

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3776

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3776

ILM/F/45/1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
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CI/2020-2021/3776

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3776

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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CI/2020-2021/3789

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

Mohammed thoufeeq.J

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3789

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

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CI/2020-2021/3789

ILM / F / 45 / 1.7

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Our Requirements

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CI/2020-2021/3789

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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. With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3777

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
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CI/2020-2021/3777

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

Ramani Krishnan.R

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) **The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.**



CI/2020-2021/3777

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3777

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3777

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3789

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).			
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI/2020-2021/3798

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Venisha.A

Date: 08.07.2020

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3798

ILM / F / 45 / 1.7

b) Academic and Career Growth:

1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3798

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3798

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of “Campus Guide (P) Ltd”.

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3798

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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CI/2020-2021/3788

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

SHAPNA PRIYA.S

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

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CI/2020-2021/3788

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3788

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

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Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
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CI/2020-2021/3788

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3788

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
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4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI/2020-2021/3781

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

ABINAYA V

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3781

ILM/F/45/1.7

b) Academic and Career Growth:

1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

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Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3781

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
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CI/2020-2021/3781

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3781

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
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Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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CI/2020-2021/3770

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

AKSHAYADEVIN

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **"Professional Faculty – Communicative English"** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3770

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

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CI/2020-2021/3770

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

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CI/2020-2021/3770

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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Sanjay Subramanya T
Director-Administration



CI/2020-2021/3770

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3800

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

MOHAMED YUSUFF J

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a "Professional Faculty – Communicative English" under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., (Candidates can also opt to stay on their own during the training at their own cost).
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3800

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

Page 2 of 5



CI/2020-2021/3800

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3800

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3800

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
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Additional Mandatory Incentives **	0
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CI/2020-2021/3787

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

MOHANRAJ P

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3787

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)

Page 2 of 5



CI/2020-2021/3787

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3787

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
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4. Medical Certificate (Annexure-3).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3787

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3795

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

RAGAVAN R

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3795

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
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Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3795

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10* standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3795

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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1. Your recent passport size photograph (2nos).
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4. Medical Certificate (Annexure-3).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3795

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
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Total (2)	2183
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Note:	
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4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3779

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

SHALINI J

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **"Professional Faculty – Communicative English"** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3779

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) **CTC-Cost to the Company per Month** from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

Page 2 of 5



CI/2020-2021/3779

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

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2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
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CI/2020-2021/3779

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3806

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
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Note:	
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CI/2020-2021/3773

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

S NEETHU SATHEESH

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3773

ILM/F/45/1.7

b) Academic and Career Growth:

1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3773

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3773

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3773

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3774

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

M. UKENTHERAN

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **"Professional Faculty – Communicative English"** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3774

ILM/F/45/1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3774

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3774

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

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4. Medical Certificate (Annexure-3).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3774

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3806

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 03.01.2018

SABEENA P

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3806

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3806

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. **Performance Based Incentives:** Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. **Additional Mandatory Incentives:** If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3806

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3779

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3772

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)**APPOINTMENT ORDER****To,****Date: 08.07.2020****ABIRAMY E**

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **"Professional Faculty – Communicative English"** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth**a) Preliminary Training:**

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) **The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.**



CI/2020-2021/3772

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3772

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3772

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3772

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	

Accepted
E. Abnani



CI/2020-2021/3782

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

ANANDARAJAN K

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a "Professional Faculty – Communicative English" under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., (Candidates can also opt to stay on their own during the training at their own cost).
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CI/2020-2021/3782

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Personal Growth

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Financial Growth

Part-1

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Page 2 of 5



2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

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Our Requirements

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2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
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CI/2020-2021/3782

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3782

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
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PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
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Accepted.
Anandaram . K.

Page 5 of 5



CI/2020-2021/3792

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

Bindhiya.K

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3792

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective.. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3792

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3792

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3792

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	

Renuka
K. Bindhaya

Page 5 of 5

029



CI/2020-2021/3778

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To, MOHAMED ASRAF ALI M

Date: 08.07.2020

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM’S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3778

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

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CI/2020-2021/3778

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

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CI/2020-2021/3778

ILM / F / 45 / 1.7

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3778

ILM / F / 45 / 1.7

Annexure - 1	
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Accepted
Mohamed Asraf Ali



CI/2020-2021/3775

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

ABDUL FOWSHAN A

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CI/2020-2021/3775

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

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CI/2020-2021/3775

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

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CI/2020-2021/3775

ILM / F / 45 / 1.7

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3775

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
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Professional Tax	200
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Received



CI/2020-2021/3785

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

ABHISHEK K

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3785

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

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CI/2020-2021/3785

ILM/F/45/1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

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Our Requirements

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CI/2020-2021/3785

ILM / F / 45 / 1.7

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3785

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
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CI/2020-2021/3786

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

GUNALAN M

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3786

ILM / F / 45 / 1.7

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CI/2020-2021/3786

ILM / F / 45 / 1.7

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ILM / F / 45 / 1.7

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Sanjay Subramanya T
Director-Administration



CI/2020-2021/3786

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3802

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

JAYAVADIVEL M

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2020. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3802

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3802

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3802

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3802

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI/2020-2021/3791

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)**APPOINTMENT ORDER****To,****Date: 08.07.2020****RAJU R**

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3791

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3791

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10" standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3791

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3791

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3803

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 08.07.2020

SUDHARSAN M

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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CI/2020-2021/3803

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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Part-2

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2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

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CI/2020-2021/3803

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
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CI/2020-2021/3790

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

MADHAN S

Date: 08.07.2020

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2019 to February / March 2020 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3790

ILM / F / 45 / 1.7

b) Academic and Career Growth:

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



CI/2020-2021/3790

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

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1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

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CI/2020-2021/3790

ILM / F / 45 / 1.7

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3790

ILM / F / 45 / 1.7

Annexure - 1	
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CI/2020-2021/3807

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 03.01.2018

MOHAMEDASHARDEEN S

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3807

ILM / F / 45 / 1.7

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Financial Growth

Part-1

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CI/2020-2021/3807

ILM/F/45/1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3807

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3807

ILM / F / 45 / 1.7

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



CI/2020-2021/3808

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 03.01.2018

SARAVANAN.B

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during June / July / August 2019. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI/2020-2021/3808

ILM / F / 45 / 1.7

b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us; too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



CI/2020-2021/3808

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



CI/2020-2021/3808

ILM / F / 45 / 1.7

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of “Campus Guide (P) Ltd”.

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3808

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
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CI/2020-2021/3809

ILM / F / 45 / 1.7

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,

Date: 03.01.2018

VIMALRAJ.R

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year August 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI/2020-2021/3809

ILM / F / 45 / 1.7

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- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Financial Growth

Part-1

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CI/2020-2021/3809

ILM / F / 45 / 1.7

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

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CI/2020-2021/3809

ILM / F / 45 / 1.7

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With Best Wishes

Sanjay Subramanya T
Director-Administration



CI/2020-2021/3809

ILM / F / 45 / 1.7

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
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JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

AJEETHA.B

EGS/TE/2020/129

EGS Pillay Engineering College,

Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear AJEETHA.B,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of "Testing Engineer" with Joules Quare.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company's interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

- a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.
- b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
(or)
- b) By the Company on grounds of indiscipline or under performance.
(or)
- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

ARTHIE

EGS/TE/2020/130

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear ARTHIE,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

BALASRI.R

EGS/TE/2020/132

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear BALASRI.R,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
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f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

CHOLARAJAN.P

EGS/TE/2020/128

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear CHOLARAJAN.P,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

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3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
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f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
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Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

Priyadharishini.G

EGS/TE/2020/135

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Priyadharishini.G,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
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- b) By the Company on grounds of indiscipline or under performance.
(or)
- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

Vaishnavi.M

EGS/TE/2020/136

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Vaishnavi.M,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

- a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.
- b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
(or)
- b) By the Company on grounds of indiscipline or under performance.
(or)
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10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

PADMA SRINIVASAN.S

EGS/TE/2020/133

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear PADMA SRINIVASAN.S,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

ARUL FRANKLIN A

EGS/TE/2020/144

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear ARUL FRANKLIN A,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

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- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

ISWARYA G

EGS/TE/2020/145

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear ISWARYA G,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

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4. Roles and Responsibilities:

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

KEERTHANA K S

EGS/TE/2020/146

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear KEERTHANA K S,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

AGALYA C

EGS/TE/2020/138

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear AGALYA C,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of "Testing Engineer" with Joules Quare.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company's interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

DAVID G

EGS/TE/2020/139

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear DAVID G,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of "Testing Engineer" with Joules Quare.

The terms and conditions of your employment are as follows:

- 1. Date of Commencement:** You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.
- 2. Reporting:** You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company's interest.
- 3. Location:** Joules Quare at Namakal.
- 4. Roles and Responsibilities:**
 - a) Inspecting raw materials and machinery.
 - b) Creating test environments.
 - c) Analyzing results and identifying the root cause of malfunctions.
 - d) To run tests on various components and features in order to identify and fix technical issues.
 - e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

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10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

HARIHARAN B

EGS/TE/2020/140

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear HARIHARAN B,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “Testing Engineer” with Joules Quare.

The terms and conditions of your employment are as follows:

- 1. Date of Commencement:** You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.
- 2. Reporting:** You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.
- 3. Location:** Joules Quare at Namakal.
- 4. Roles and Responsibilities:**
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 - b) Creating test environments.
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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

JAYACHANDIRAN E

EGS/TE/2020/141

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear JAYACHANDIRAN E,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

- 1. Date of Commencement:** You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.
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- 3. Location:** Joules Quare at Namakal.
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 - a) Inspecting raw materials and machinery.
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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, GSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

SAROJINI R

EGS/TE/2020/137

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear SAROJINI R,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

RAGUL J

EGS/TE/2020/143

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear RAGUL J,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “Testing Engineer” with Joules Quare.

The terms and conditions of your employment are as follows:

- 1. Date of Commencement:** You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.
- 2. Reporting:** You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.
- 3. Location:** Joules Quare at Namakal.
- 4. Roles and Responsibilities:**
 - a) Inspecting raw materials and machinery.
 - b) Creating test environments.
 - c) Analyzing results and identifying the root cause of malfunctions.
 - d) To run tests on various components and features in order to identify and fix technical issues.
 - e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.

b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.

(or)

b) By the Company on grounds of indiscipline or under performance.

(or)

c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

SIVANESAN M

EGS/TE/2020/142

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear SIVANESAN M,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of "Testing Engineer" with Joules Quare.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company's interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES SQUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

BARATH KUMAR B

EGS/TE/2020/148

EGS Pillay Engineering College,

Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear BARATH KUMAR B,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “Testing Engineer” with Joules Quare.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

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- c) By the Company on account of redundancy/ retrenchment as per the law.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

ABINAYA M

EGS/TE/2020/147

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear ABINAYA M,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
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f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred). Which will be subject to all statutory and company deductions with regards to the law in force.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

24th September 2020

To

NATARAJAN S

EGS/TE/2020/149

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear NATARAJAN S,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st October 2020. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2.Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
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10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

27 October 2020

Name : Anusuya.A

Staff ID : SH-2020/NOV/217

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

The monthly salary for the position of Software Trainee will be **Rs.2.1 Lakhs Per Annum.**

During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

You will be responsible for safe keeping and return in good condition and order of all Company property, which may be in your use, custody or charge.

If you require any accommodation in order to perform the essential functions of your new position, please contact the Employment Accommodations Coordinator. Human Resources will hold any information you provide in confidence.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to Srihari Infotech and look forward to a fruitful collaboration.

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written in a cursive style.

Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

27 October 2020

Name : V. Devi

Staff ID : SH-2020/NOV/218

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech

ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041

Email:avantika@srihariinfotech.com

27 October 2020

Name : Jaya Mukesh R

Staff ID : SH-2020/NOV/219

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech

ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041

Email: avantika@srihariinfotech.com

27 October 2020

Name : Kaviyarasan s

Staff ID : SH-2020/NOV/220

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



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Email: avantika@srihariinfotech.com

27 October 2020

Name : Manoseelan G

Staff ID : SH-2020/NOV/221

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

27 October 2020

Name : Mohamed IbrahimshaibuMarikyar
Staff ID : SH-2020/NOV/222
College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

27 October 2020

Name : B. Nivetha

Staff ID : SH-2020/NOV/211

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

27 October 2020

Name : M. Raja Sundari

Staff ID : SH-2020/NOV/212

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

27 October 2020

Name : SURYA PRAKASH T
Staff ID : SH-2020/NOV/213
College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

27 October 2020

Name : VARSHINI V

Staff ID : SH-2020/NOV/214

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

27 October 2020

Name : YOGESWARI H

Staff ID : SH-2020/NOV/216

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

The monthly salary for the position of Software Trainee will be **Rs.2.1 Lakhs Per Annum**.

During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

You will be responsible for safe keeping and return in good condition and order of all Company property, which may be in your use, custody or charge.

If you require any accommodation in order to perform the essential functions of your new position, please contact the Employment Accommodations Coordinator. Human Resources will hold any information you provide in confidence.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to Srihari Infotech and look forward to a fruitful collaboration.

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written over a horizontal line.

Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech

ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041

Email:avantika@srihariinfotech.com

27 October 2020

Name : KARUTHAMMA P

Staff ID : SH-2020/NOV/224

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

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Thanks & Regards

Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

27 October 2020

Name : ABINAYA S

Staff ID : SH-2020/NOV/223

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Thanks & Regards

Mr. C. Harendra

HRM - Srihari Infotech

Accepted



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

27 October 2020

Name : SHARMILA S

Staff ID : SH-2020/NOV/225

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

27 October 2020

Name : THENMOZHI V R

Staff ID : SH-2020/NOV/226

College Name : EGS Pillay Engineering College, Nagapattinam.

It gives us immense pleasure in appointing you as **Software Trainee** in our company. We are pleased to have you joining our staff and hope that you are equally pleased with this opportunity. Your appointment will be effective from the month of **2nd November 2020** and the terms and conditions are as follows:

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Mr.C.Harendra

HRM - Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-2020/Jun/130

12th February, 2020

Dear DURGABHARATHI S,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask you for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, action, advice and results that you provide as a representative of our organization. In return, we are committed to provide you with every opportunity to learn grow and stretch to the highest level of ability and potential. We are confident you will find the new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title: Software Trainee

Salary: 2.1 Lakhs Per Annum

Probation: You have to serve probation period of 3 months. After that you will become a regular employee of our organization.

Working days: It starts from Monday and extends upto Saturday

Working Hours: 09.00 a.m. to 05.00 p.m.

Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written over a horizontal line.

Mr.C.Harendra

HRM-Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

SH-2020/Jun/131

12th February, 2020

Dear PHILIP FARNARDES X,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

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Mr.C.Harendra

HRM-Srihari Infotech



Srihari Infotech

ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041

Email: avantika@srihariinfotech.com

SH-2020/Jun/132

12th February, 2020

Dear SARUMATHI G,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

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Mr.C.Harendra

HRM-Srihari Infotech



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ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-2020/Jun/133

12th February, 2020

Dear ANUSHA M,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

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Mr.C.Harendra

HRM-Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-2020/Jun/134

12th February, 2020

Dear Agathiyam B,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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Mr.C.Harendra

HRM-Srihari Infotech



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ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

SH-2020/Jun/135

12th February, 2020

Dear Sanjana S,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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Reporting Relationship: You have to report to your team lead.

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Mr.C.Harendra

HRM-Srihari Infotech



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ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-2020/Jun/136

12th February, 2020

Dear Priyadharshini.G,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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Reporting Relationship: You have to report to your team lead.

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Thanks & Regards

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Mr.C.Harendra

HRM-Srihari Infotech



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2020-21/249

Date: 28/10/2020

K.Abinaya

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear K.Abinaya,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month**.

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-11-2020**.

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

Your work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

8. Confidentiality

You will not, at any time, during the employment or after, without the consent of the organization disclose or divulge or make public, except on the legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

9. Past Records

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

10. Termination of employment

During the probationary period and any extension thereof, your service may be terminated on either side by giving one month's notice or salary. However, on confirmation the same can be terminated from either side by giving two month notice or salary.

Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsolutions.com

2020-21/250

Date: 28/10/2020

R. Bavithra

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear R. Bavithra,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month**.

2. Working Hours

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Regards



HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2020-21/251

Date: 28/10/2020

R. Dheepthi

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear R. Dheepthi,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

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Regards



HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2020-21/252

Date: 28/10/2020

G.Gayathri

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear G.Gayathri,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2020-21/253

Date: 28/10/2020

iswarya

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear iswarya,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

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You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

Your will work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always be accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

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If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

10. Termination of employment

During the probationary period and any extension thereof, your service may be terminated on either side by giving one month's notice or salary. However, on confirmation the same can be terminated from either side by giving two month notice or salary.

Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions



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Email:nandita@instaqssoftsolutions.com

2020-21/254

Date: 28/10/2020

S.Kiruba

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear S.Kiruba,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-11-2020.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

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Regards



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2020-21/243

Date: 28/10/2020

K. Preethi Nisha

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear K. Preethi Nisha,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

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Regards



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2020-21/244

Date: 28/10/2020

T. Priyadharshini

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear T. Priyadharshini,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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You will be paid a monthly gross salary of **Rs.16, 500/- per month**.

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Regards



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2020-21/245

Date: 28/10/2020

S. Ramprakash

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear S. Ramprakash,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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Email:nandita@instaqssoftsolutions.com

2020-21/263

Date: 28/10/2020

Santhiya G

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear Santhiya G,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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Regards



HR Team

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2020-21/246

Date: 28/10/2020

SUMITHA P

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear SUMITHA P,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

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Regards



HR Team

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Email:nandita@instaqsolutions.com

49

2020-21/247

Date: 28/10/2020

VASUMATHI T

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear VASUMATHI T,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

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HR Team

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2020-21/248

Date: 28/10/2020

VIJAY SRI P

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear VIJAY SRI P,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

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HR Team

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2020-21/264

Date: 28/10/2020

ANUSUYA R

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear ANUSUYA R,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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2020-21/265

Date: 28/10/2020

PARIMALA S

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear PARIMALA S,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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2020-21/257

Date: 28/10/2020

GEETHAPRIYA S

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear GEETHAPRIYA S,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

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You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-11-2020.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

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8. Confidentiality

You will not, at any time, during the employment or after, without the consent of the organization disclose or divulge or make public, except on the legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

9. Past Records

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

10. Termination of employment

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions

Received
S. Geetha Priya



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsolutions.com

2020-21/260

Date: 28/10/2020

GOWSALYA P

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear GOWSALYA P,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month**.

2. Working Hours

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If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions

Received

D. Yousalya.



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsolutions.com

2020-21/258

Date: 28/10/2020

KEERTHIKA Y

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear KEERTHIKA Y,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

34

2020-21/261

Date: 28/10/2020

MUTHUKUMAR R

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear MUTHUKUMAR R,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

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Upon termination of employment, you will also return all company property, which may be in your possession.


If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions

Accepted




InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2020-21/262

Date: 28/10/2020

SATHESHKUMAR K

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear SATHESHKUMAR K,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00 A.M. to 6.00 P.M. As per the current company policy. The company observes a 7 day work week.

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Your date of appointment as per the company records is **02-11-2020.**

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards

A handwritten signature in black ink, appearing to be 'F. M. S.', written over a faint circular watermark.

HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsoftsolutions.com

2020-21/259

Date: 28/10/2020

SWATHI M

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear SWATHI M,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs. 16, 500/- per month.**

2. Working Hours

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions

Accepted
M. Jadhvi



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsolutions.com

2020-21/268

Date: 28/10/2020

JAYAMALINI V

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear JAYAMALINI V,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

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If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsoftsolutions.com

2020-21/266

Date: 28/10/2020

BALACHITRA B

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear BALACHITRA B,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

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If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records)

Regards

A handwritten signature in black ink, appearing to be 'f. m. s.', written over a faint circular watermark.

HR Team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsoftsolutions.com

2020-21/267

Date: 28/10/2020

SUGANYA S

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear SUGANYA S,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

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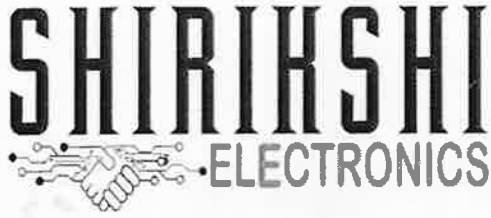
If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR Team

InstaQSoft solutions



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

OFFER OF EMPLOYMENT

ABINAYA K

E.G.S. Pillay Engineering College, Nagapattinam

Dear ABINAYA K,

With reference to the on-campus interview, we are pleased to offer you the post of **HR Recruiter** in our company.

The detailed appointment order will be given to you at the time of joining. You have to join before **11/11/2019** otherwise this offer will stand withdrawn automatically. You will be paid salary of **Rs. 1.9 Lakhs Per Annum**.

You are requested to bring the following documents at the time of joining

- Education certificates
- Three passport size photo
- Photocopy of any one identity proof (Aadhar card, Driving License, Passport)
- Photocopy of PAN card

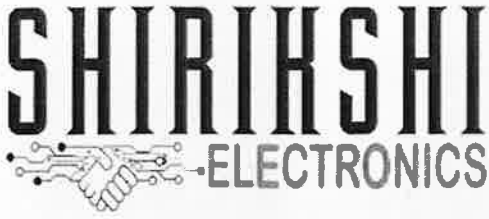
Please send us an email confirming the receipt of this offer letter as a token of acceptance of this offer.

I would like to take this opportunity to wish you a successful career with us.

Offer ID - SE-EGS/2020-8932

Sincerely,

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR
[24/11/2020]



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49,IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

OFFER OF EMPLOYMENT

GAYATHRI P

E.G.S. Pillay Engineering College, Nagapattinam

Dear GAYATHRI P,

With reference to the on-campus interview, we are pleased to offer you the post of **HR Recruiter** in our company.

The detailed appointment order will be given to you at the time of joining. You have to join before **11/11/2019** otherwise this offer will stand withdrawn automatically. You will be paid salary of **Rs. 1.9 Lakhs Per Annum.**

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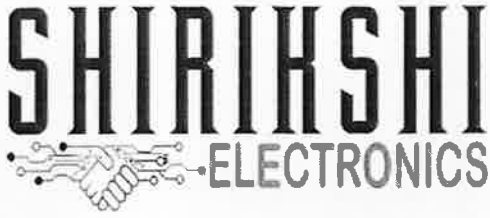
I would like to take this opportunity to wish you a successful career with us.

Offer ID - SE-EGS/2020-8933

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj'.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR
[24/11/2020]



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

OFFER OF EMPLOYMENT

MUTHUKUMARAN S

E.G.S. Pillay Engineering College, Nagapattinam

Dear MUTHUKUMARAN S,

With reference to the on-campus interview, we are pleased to offer you the post of **HR Recruiter** in our company.

The detailed appointment order will be given to you at the time of joining. You have to join before **11/11/2019** otherwise this offer will stand withdrawn automatically. You will be paid salary of **Rs. 1.9 Lakhs Per Annum**.

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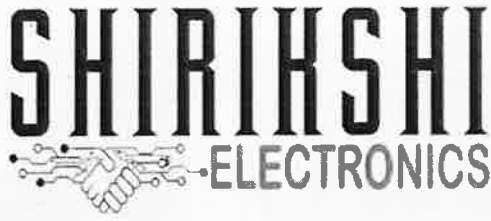
Please send us an email confirming the receipt of this offer letter as a token of acceptance of this offer.

I would like to take this opportunity to wish you a successful career with us.

Offer ID - SE-EGS/2020-8934

Sincerely,

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR
[24/11/2020]



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

OFFER OF EMPLOYMENT

SARANYA A

E.G.S. Pillay Engineering College, Nagapattinam

Dear SARANYA A,

With reference to the on-campus interview, we are pleased to offer you the post of **HR Recruiter** in our company.

The detailed appointment order will be given to you at the time of joining. You have to join before **11/11/2019** otherwise this offer will stand withdrawn automatically. You will be paid salary of **Rs. 1.9 Lakhs Per Annum**.

You are requested to bring the following documents at the time of joining

- Education certificates
- Three passport size photo
- Photocopy of any one identity proof (Aadhar card, Driving License, Passport)
- Photocopy of PAN card

Please send us an email confirming the receipt of this offer letter as a token of acceptance of this offer.

I would like to take this opportunity to wish you a successful career with us.

Offer ID - SE-EGS/2020-8935

Sincerely,

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR
[24/11/2020]



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2206

To

A Aakash
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **A Aakash**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any confirmation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
5. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.



WIDHAI TECHNO SOFT

6. You shall maintain a high standard of loyalty, efficiency, integrity and secrecy of the job and trade off the company as well as the clients where you have been assigned to work.
7. You shall also liaise with your superiors/colleagues and shall be responsible for execution of the decision of the management/clients from time to time.
8. You shall take due and adequate care of the documents and materials entrusted to you by the company. You shall not at any time destroy, cancel, tear, erase, embezzle, spend, take away, copy any of the records of the company or other assets/materials handed over to you by the company.
9. The available leave per year is 10 Days, which can be utilized by your post probation period. If you takes more than two days sick leave at a time then he/she will be required to submit a doctor's certificate.
10. There is no specific rule that offers leave encashment. Leave encashment will be given on a decision taken by the management and as an incentive; it does not become a rule and it can be rescinded by the management at any time.
11. Employees are barred from bring in their personal mobile phones to work place. The same if carried has to be surrendered with the security & can be collected back at end of day. For such employees who have not been issued official cell phones, emergency/contingency calls can be placed from office land lines & similar emergency or contingency incoming calls can be received on office land lines
12. Every 2 days late coming will be considered as half day loss of pay for the month. The recommendation for deduction or waiver will come from the immediate manager & will be implemented in consultation with the head of the Division.
13. You will keep the company informed of your postal address, telephone number, fax, email or any other means for communication including changes that may occur during the period of your appointment.
14. You are required to be dressed in Business Formals on weekdays (Monday to Friday) and Business Informal is permitted only on Saturdays.
Gentlemen: To be dressed in full/half sleeved (In-shirt), Full Trousers and Leather Shoes
Ladies: Sarees/Salwar Kameez/Business Suit.
15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2207

To

Ashwin.G

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Ashwin.G**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any confirmation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
5. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.



WIDHAI TECHNO SOFT

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15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2208

To

Birundha M

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Birundha M**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any confirmation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2222

To

G.Dhivani

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **G.Dhivani**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2211

To

Janardani.K
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Janardani.K**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2210

To

Jayasree .R
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Jayasree .R**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2224

To

Kayalvizhi E
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Kayalvizhi E**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2212

To

Keerthana
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Keerthana**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2213

To

Manjuparkavi.P

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Manjuparkavi.P**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
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WIDHAI TECHNO SOFT

6. You shall maintain a high standard of loyalty, efficiency, integrity and secrecy of the job and trade off the company as well as the clients where you have been assigned to work.
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8. You shall take due and adequate care of the documents and materials entrusted to you by the company. You shall not at any time destroy, cancel, tear, erase, embezzle, spend, take away, copy any of the records of the company or other assets/materials handed over to you by the company.
9. The available leave per year is 10 Days, which can be utilized by your post probation period. If you takes more than two days sick leave at a time then he/she will be required to submit a doctor's certificate.
10. There is no specific rule that offers leave encashment. Leave encashment will be given on a decision taken by the management and as an incentive; it does not become a rule and it can be rescinded by the management at any time.
11. Employees are barred from bring in their personal mobile phones to work place. The same if carried has to be surrendered with the security & can be collected back at end of day. For such employees who have not been issued official cell phones, emergency/contingency calls can be placed from office land lines & similar emergency or contingency incoming calls can be received on office land lines
12. Every 2 days late coming will be considered as half day loss of pay for the month. The recommendation for deduction or waiver will come from the immediate manager & will be implemented in consultation with the head of the Division.
13. You will keep the company informed of your postal address, telephone number, fax, email or any other means for communication including changes that may occur during the period of your appointment.
14. You are required to be dressed in Business Formals on weekdays (Monday to Friday) and Business Informal is permitted only on Saturdays.
Gentlemen: To be dressed in full/half sleeved (In-shirt), Full Trousers and Leather Shoes
Ladies: Sarees/Salwar Kameez/Business Suit.
15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2214

To

E.Nithesh

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **E.Nithesh**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
5. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.



WIDHAI TECHNO SOFT

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Gentlemen: To be dressed in full/half sleeved (In-shirt), Full Trousers and Leather Shoes
Ladies: Sarees/Salwar Kameez/Business Suit.
15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2201

To

S. Parkavi

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **S. Parkavi**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any confirmation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2202

To

R. Pramila

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **R. Pramila**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2203

To

A. Priya
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **A. Priya**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2204

To

R. Rajitha

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **R. Rajitha**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any confirmation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2223

To

Roshini G

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Roshini G**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2205

To

Subashri T

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **Subashri T**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2219

To

AKILA B
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **AKILA B**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
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Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft


Received

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.
Email: rangarajan@widhaitechno.co.in





WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2220

To

MOHAMED THANVEER THAHSHEEN M
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **MOHAMED THANVEER THAHSHEEN M**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
5. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.



WIDHAI TECHNO SOFT

6. You shall maintain a high standard of loyalty, efficiency, integrity and secrecy of the job and trade off the company as well as the clients where you have been assigned to work.
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8. You shall take due and adequate care of the documents and materials entrusted to you by the company. You shall not at any time destroy, cancel, tear, erase, embezzle, spend, take away, copy any of the records of the company or other assets/materials handed over to you by the company.
9. The available leave per year is 10 Days, which can be utilized by your post probation period. If you takes more than two days sick leave at a time then he/she will be required to submit a doctor's certificate.
10. There is no specific rule that offers leave encashment. Leave encashment will be given on a decision taken by the management and as an incentive; it does not become a rule and it can be rescinded by the management at any time.
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12. Every 2 days late coming will be considered as half day loss of pay for the month. The recommendation for deduction or waiver will come from the immediate manager & will be implemented in consultation with the head of the Division.
13. You will keep the company informed of your postal address, telephone number, fax, email or any other means for communication including changes that may occur during the period of your appointment.
14. You are required to be dressed in Business Formals on weekdays (Monday to Friday) and Business Informal is permitted only on Saturdays.
Gentlemen: To be dressed in full/half sleeved (In-shirt), Full Trousers and Leather Shoes
Ladies: Sarees/Salwar Kameez/Business Suit.
15. If you decides to leave the organization by resigning his position. He / She should give the written resignation letter.
16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft

Received -
Mohand J. Hussain



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2215

To

NIRANCHANA M

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **NIRANCHANA M**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be, as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
5. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.

Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

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For Widhai Techno Soft

Received
- M. Narasimhan



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2221

To

RAJAPRIYA R
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **RAJAPRIYA R**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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WIDHAI TECHNO SOFT

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For Widhai Techno Soft

Received
Sangeeta Pillay



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2216

To

SALOMON E

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **SALOMON E**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
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M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.

Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

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For Widhai Techno Soft

Accepted
Rangarajan R.

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.
Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2217

To

M.saroja Pillay
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **M.saroja Pillay**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
2. Incentive	Rs. 60,000/-
Salary total	Rs. 1,90,000/-

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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2218

To

SHANMUGAPRIYAN V
E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **SHANMUGAPRIYAN V**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

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Salary total	Rs. 1,90,000/-

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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2225

To

HARIHARAN S

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **HARIHARAN S**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs. 1,30,000/-
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Salary total	Rs. 1,90,000/-

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WIDHAI TECHNO SOFT

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For Widhai Techno Soft

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.

Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

08th August, 2020

Employee ID: WTS/2020/2226

To

MURUGESHWARAN R B

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **MURUGESHWARAN R B**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, for our organization with effect from 10th August, 2020.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

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WIDHAI TECHNO SOFT

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

26/02/2020

WTS/2020/4832

Dear **JOHN ALBERT L,**

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of **HR Recruiter**. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **May 2020**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

26/02/2020

WTS/2020/4833

Dear **NOOR SAHIDHA S,**

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of **HR Recruiter**. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **May 2020**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3478

Dear DHANUSHIYA.R,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020** As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3479

Dear JANANE V S,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020** As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3480

Dear MATHEW JOHN S,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020** As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3481

Dear ROBIKA S,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020** As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
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3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3482

Dear TAMILSELVI S,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020** As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3483

Dear KowsalyaDevi.R,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

03/03/2020

WTS/2020/3484

Dear Anusha M,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/07/2020**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.

Email: rangarajan@widhaitechno.co.in



Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1753

AKILA B

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear **AKILA B**

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For **Balaji Builders.**,

Balaji

Managing Director.





Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1758

KIRANKUMAR K

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear KIRANKUMAR K

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For Balaji Builders.,

Managing Director.





Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1755

SANTHOSKUMAR S

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear SANTHOSKUMAR S

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For Balaji Builders.,

Managing Director.





Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1756

SARATHKUMAR V

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear SARATHKUMAR V

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For Balaji Builders.,

Managing Director.





Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1757

VIGNESH P

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear VIGNESH P

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For Balaji Builders.,

Managing Director.





Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1754

ABDUL RAHMAN

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear ABDUL RAHMAN

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For Balaji Builders.,

Managing Director.





Balaji Builders

81-A, 7th Main Road, Natarajapuram South Colony, Thanjavur, Tamil Nadu 613007.

APPOINTMENT ORDER

REF No: BB-SE/2020/1759

PRAKASH .S

EGS Pillay Engineering College, Nagapattinam.

Sub: Appointment order for the post of "SITE ENGINEER".

Dear PRAKASH .S

With reference to your application, we are pleased to appoint you a position of **Site Engineer** at **Balaji Builders** based on the following terms and conditions:

1. CONDITIONS OF EMPLOYMENT:

Job Role : Site Engineer

Probation Period : 6 Months

Commencement Date : 04-September-2020.

2. TOTAL REMUNERATION AND PACKAGE:

Your salary will be paid to you on a monthly basis in arrears

Basic Salary : Rs.15000 per month

Transportation : Provided by Company

Accommodation : Not provided by Company.

For Balaji Builders.,

Managing Director.



Date: 10th August 2020

Dear ABINASH K,

Tutor ID: Focus/TT/CDM/202005349

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program** after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.
Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.
CIN : UB5110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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CIN : UB5110MH2004PTC263264



leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: ABINASH K

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

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CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear ARUNPRAKASH R,

Tutor ID: Focus/TT/CDM/202005350

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

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Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: ARUNPRAKASH R

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear M. Priyadharshini,

Tutor ID: Focus/TT/CDM/202005342

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
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- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
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- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: M. Priyadharshini

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dafamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear T. Ramprasath,

Tutor ID: Focus/TT/CDM/202005343

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: T. Ramprasath

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear Sathana V,

Tutor ID: Focus/TT/CDM/202005344

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
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CIN : UB5110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
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- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

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Name: Sathana V

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear Staffy Graff M,

Tutor ID: Focus/TT/CDM/202005345

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: Staffy Graff M

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear Subasri S,

Tutor ID: Focus/TT/CDM/202005346

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
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CIN : UB5110MH2004PTC263264



Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

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Name: Subasri S

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear VARSHA G,

Tutor ID: Focus/TT/CDM/202005347

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
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For Focus Edumatics Pvt. Ltd,

Authorized Signatory

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Name: VARSHA G

Signature:

Place: Coimbatore

Date: 10th August 2020

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear VINOLIYA G,

Tutor ID: Focus/TT/CHE/202005138

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
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The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: VINOLIYA G

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear ABINESH.M,

Tutor ID: Focus/TT/CDM/202005335

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: ABINESH.M

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

www.focusedumatics.com



Date: 10th August 2020

Dear GAYATHRI.R,

Tutor ID: Focus/TT/CDM/202005336

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

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- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
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- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: GAYATHRI.R

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear GOPIKA.S,

Tutor ID: Focus/TT/CDM/202005128

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program** after **boarding**.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: GOPIKA.S

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear JANNATHUL FIRTHOUS.H,

Tutor ID: Focus/TT/CDM/202005337

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264



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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: JANNATHUL FIRTHOUS.H

Signature:

Place: Coimbatore

Date: 10th August 2020

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Reg. Office: #401, 405, 4th Floor, Dafarnal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear Prema.B,

Tutor ID: Focus/TT/CDM/202005339

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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Thanking you,

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For Focus Edumatics Pvt. Ltd,

Authorized Signatory

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Name: Prema.B

Signature:

Place: Coimbatore

Date: 10th August 2020

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : UB5110MH2004PTC263264



Date: 10th August 2020

Dear Thiruvoli.D,

Tutor ID: Focus/TT/CDM/202005340

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
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CIN : UB5110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : UB5110MH2004PTC263264



leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: Thiruvoli.D

Signature:

Place: Coimbatore

Date: 10th August 2020

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1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear KARTHIKEYAN.M,

Tutor ID: Focus/TT/CDM/202005338

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
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- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: KARTHIKEYAN.M

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear Sowmiya.R,

Tutor ID: Focus/TT/CDM/202005341

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a “Trainee Tutor” on the following Terms and conditions.

- I. You have to undertake a 30-days Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘Training and Certification’ and also subject to your being awarded your degree this year in your respective course.**
- III. 100% attendance is compulsory during the ‘Training and Certification’ Program.**
- IV. You will be eligible for stipend during this ‘Training and Certification’ Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.**
- V. Prerequisite for the above ‘Training and Certification’ program & Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us.**
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.**
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.**

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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: Sowmiya.R

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear ANUSHA S,

Tutor ID: Focus/TT/CHE/202005140

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: ANUSHA S

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear HARINI B,

Tutor ID: Focus/TT/CHE/202005141

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

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Name: HARINI B

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear LAVANYA J,

Tutor ID: Focus/TT/CHE/202005142

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264



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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: LAVANYA J

Signature:

Place: Coimbatore

Date: 10th August 2020

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1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear APARNA J,

Tutor ID: Focus/TT/CHE/202005129

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
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- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
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FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
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The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: APARNA J

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear BAVITHKUMAR P,

Tutor ID: Focus/TT/CHE/202005130

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this 'Training and Certification' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,



Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: **BAVITHKUMAR P**

Signature:

Place: **Coimbatore**

Date: **10th August 2020**

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear GOPINATH B,

Tutor ID: Focus/TT/CHE/202005131

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of 'Online **Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: GOPINATH B

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear KEERTHIKA R,

Tutor ID: Focus/TT/CHE/202005132

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,



Authorized Signatory

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Name: KEERTHIKA R

Signature:

Place: Coimbatore

Date: 10th August 2020

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear SADHA SIVAM S,

Tutor ID: Focus/TT/CHE/202005133

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

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CIN : U85110MH2004PTC263264

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: SADHA SIVAM S

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear ABINASH S,

Tutor ID: Focus/TT/CDM/202005329

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
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For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: ABINASH S

Signature: S. Abinash S.

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear HELAN INFENS P,

Tutor ID: Focus/TT/CDM/202005330

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

Accepted
P. Kumar

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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CIN : U85110MH2004PTC263264



leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: HELAN INFENS P

Signature:

Place: Coimbatore

Date: 10th August 2020

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear KALAIVANI P,

Tutor ID: Focus/TT/CDM/202005331

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of 'Online **Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: KALAIVANI P

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

1805, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear MOHAMED IMRAN S,

Tutor ID: Focus/TT/CDM/202005332

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.
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Accepted
S. S.

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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: MOHAMED IMRAN S

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear SOWMIYA A,

Tutor ID: Focus/TT/CDM/202005334

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a “Trainee Tutor” on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online **‘Training and Certification’** and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: SOWMIYA A

Signature:

Place: Coimbatore

Date: 10th August 2020

Accepted
K. Srinivas

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 10th August 2020

Dear VASANTHAKUMAR K,

Tutor ID: Focus/TT/CDM/202005333

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a “Trainee Tutor” on the following Terms and conditions.

- I. You have to undertake a 30-days Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘Training and Certification’ and also subject to your being awarded your degree this year in your respective course.**
- III. 100% attendance is compulsory during the ‘Training and Certification’ Program.**
- IV. You will be eligible for stipend during this ‘Training and Certification’ Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.**
- V. Prerequisite for the above ‘Training and Certification’ program & Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us.**
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.**
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CIN : U85110MH2004PTC263264

Employment Terms & Conditions

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: VASANTHAKUMAR K

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear BAVANI S,

Tutor ID: Focus/TT/CHE/202005139

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

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- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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CIN : U85110MH2004PTC263264



leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: BAVANI S

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear AARTHY N,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009185

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear ABIRAMI R,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009186

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear GAYATHRI G,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009187

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear KEERTHANA S,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009188

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: **03.09.2019**

Dear **MAHESWARI C,**

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009189

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: **03.09.2019**

Dear **MARTHAL MARIYAL P,**

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009190

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear MOHAMED RILWAN M,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009191

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear NANDHINI M,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009192

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear PRIYA J,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009193

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear RAKSHANA S,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009194

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear RATHIKA A,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009195

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear SANDEEP A,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009196

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear SUGANYA S,

Sub: Letter of Intent – Trainee Tutor position – Focus/TT/CBE/202009197

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264



Date: 03.09.2019

Dear Anthony Imran Raj,

Sub: Letter of Intent – Trainee Tutor position –Focus/TT/CBE/202009198

Congratulations! Focus Edumatics is excited to offer you as a position of **Trainee Tutor**.

Your salary will be **Rs. 1.80 LPA**.

As the Trainee Tutor, you'll report to Manager at Bangalore branch from **July 2020**.

You'll be a regular employee of Focus Edumatics and able to participate in benefits such as medical insurance, paid time off, etc.

Focus Edumatics looks forward to bringing you on board! If you have any questions, please feel free to reach out at anytime and we'll be more than happy to help you.

We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thank you,

For Focus Edumatics Pvt. Ltd.,

Authorized Signatory

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CIN : U85110MH2004PTC263264

22



Date: 10th August 2020

Dear MOHAMED NOORDHEEN M,

Tutor ID: Focus/TT/CHE/202005135

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification** program after **boarding**.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: MOHAMED NOORDHEEN M

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear RAVIRAJ B,

Tutor ID: Focus/TT/CHE/202005136

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: RAVIRAJ B

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

51



Date: 10th August 2020

Dear UDHAYAN N,

Tutor ID: Focus/TT/CHE/202005137

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program** after boarding.
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office.

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: UDHAYAN N

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear AKASH R,

Tutor ID: Focus/TT/CHE/202005143

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. **Internet reimbursement** will be provided to you by the Company after your successful completion of Certification with us.
- VII. Your regular employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
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CIN : U85110MH2004PTC263264



Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
- c) Your services are liable for transfer/deputation to anyplace in India/Abroad. In case of your transfer/deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a **minimum period of 1 year**. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.
- g) You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to

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CIN : UB5110MH2004PTC263264



leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: AKASH R

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear BHARATHSELVAN.P,

Tutor ID: Focus/TT/CHE/202005144

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. **100% attendance is compulsory during the 'Training and Certification' Program.**
- IV. You will be eligible for stipend during this '**Training and Certification**' Program **Training salary is Rs.6000/-** which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
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CIN : UB5110MH2004PTC263264

Employment Terms & Conditions

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF/ESI statutory regulations** set by the State/Central Government from time to time.
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We look forward in welcoming you to our family for a long, mutually beneficial, and enriching experience.

Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: BHARATHSELVAN.P

Signature:

Place: Coimbatore

Date: 10th August 2020

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264



Date: 10th August 2020

Dear VASANTHAKUMAR P,

Tutor ID: Focus/TT/CHE/202005145

Sub: Offer of Employment for the post of Trainee Tutor

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions.

- I. You have to undertake a 30-days **Online Training and Certification program after boarding.**
- II. Please note that your confirmation of this **Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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Employment Terms & Conditions

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leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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Thanking you,

yours sincerely,

For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Appointment Letter' issued to you and accept the same which will be with effect from date of acceptance.

Name: VASANTHAKUMAR P

Signature:

Place: Coimbatore

Date: 10th August 2020

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CIN : U85110MH2004PTC263264

Hi-tech/2020/B/654

23.02.2020

Dear **KEERTHANA S,**

Sub: Letter of Intent

We are delighted to offer you the position of Service Engineer in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **04th May, 2020 at 9.00 AM**
2. Your starting salary will be **INR 1.80 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter; with a formal appraisal that will take place in each year.
4. You need to bring passport size photo and other documents related to academics at the date of joining.
5. Your holiday entitlement is 12 days per year in addition to that, bank holidays and government holidays are also included.
6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2020/B/655

23.02.2020

Dear RADHIKA S,

Sub: Letter of Intent

We are delighted to offer you the position of Service Engineer in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **04th May, 2020 at 9.00 AM**
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6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2020/B/656

23.02.2020

Dear **RAGUPATHI V**,

Sub: Letter of Intent

We are delighted to offer you the position of Service Engineer in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **04th May, 2020 at 9.00 AM**
2. Your starting salary will be **INR 1.80 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
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7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2020/B/657

23.02.2020

Dear PAVITHRA J,

Sub: Letter of Intent

We are delighted to offer you the position of Service Engineer in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **04th May, 2020 at 9.00 AM**
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7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2020/B/658

23.02.2020

Dear NANTHINI .N,

Sub: Letter of Intent

We are delighted to offer you the position of Service Engineer in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **04th May, 2020 at 9.00 AM**
2. Your starting salary will be **INR 1.80 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
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7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2020/B/659

23.02.2020

Dear Eswari A

Sub: Letter of Intent

We are delighted to offer you the position of Junior Analyst in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **4th May, 2020 at 9.00 AM**
2. Your starting salary will be **INR 1.8 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
4. You need to bring passport size photo and other documents related to academics at the date of joining.
5. Your holiday entitlement is 12 days per year in addition to that, bank holidays and government holidays are also included.
6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2020/B/660

23.02.2020

Dear **Muthukrishnan K**

Sub: Letter of Intent

We are delighted to offer you the position of Junior Analyst in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **4th May, 2020 at 9.00 AM**
2. Your starting salary will be **INR 1.8 Lakhs per Annum**.
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7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **ABINAYA T**

ReferenceID: **EGS-2020/001**

Employee-ID: **20015**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Nagapattinam

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: ELAVARASAN N

ReferenceID: EGS-2020/002

Employee-ID: 20016

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Nagapattinam

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS

KARTHIK BUILDERS
BUILDERS & PROMOTERS
3/134, MAIN ROAD, POYYUR, NAGAPATTINAM.



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **HARIHARAN B**

ReferenceID: **EGS-2020/003**

Employee-ID: **20017**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Nagapattinam

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **KAAVEYA T R**

ReferenceID: **EGS-2020/004**

Employee-ID: **20018**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Nagapattinam

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **MADHESH M**

ReferenceID: **EGS-2020/005**

Employee-ID: **20019**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Nagapattinam

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS

KARTHIK BUILDERS
BUILDERS & PROMOTERS
3/134, MAIN ROAD, POYYUR, NAGAPATTINAM.



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **MAHESH POOPATHI P**

ReferenceID: **EGS-2020/006**

Employee-ID: **20020**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Thiruvavarur

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **NIRMAL N**

ReferenceID: **EGS-2020/008**

Employee-ID: **20021**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Thiruvavur

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **PRAKASHDOSS L**

ReferenceID: **EGS-2020/009**

Employee-ID: **20022**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Thiruvapur

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **RISHIKUMAR L**

ReferenceID: **EGS-2020/010**

Employee-ID: **20023**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Thiruvarur

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: SARAVANAN.V

ReferenceID: EGS-2020/011

Employee-ID: 20024

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Karaikal

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **SATHEESHKUMAR V**

ReferenceID: **EGS-2020/012**

Employee-ID: **20025**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Karaikal

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **UTHAYAKUMAR G**

ReferenceID: **EGS-2020/013**

Employee-ID: **20026**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Karaikal

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS



KARTHIK BUILDERS BUILDERS & PROMOTERS

28-Oct-2020

LETTER OF APPOINTMENT

Name: **GOWTHAM**

ReferenceID: **EGS-2020/007**

Employee-ID: **20027**

We have pleasure in confirming your appointment as “**Junior Site Engineer**” subject to the term and condition of your contract of employment as well as the company’s policy and procedures.

The company looks for a long-term association with all its employees and expects the same from you also.

Your Salary will be **Rs.15,000/ per month** and accommodation will be provided by company at sharing basis at free of cost. You have to take care of your food and travel expenses. After six months of your performance the salary will be revised.

Place of Employment: Karaikal

Commencement date: 5th Nov 2020

Regards,

KARTHIK BUILDERS

Ref No: MAH/POL/AHM/2065

18-Oct-2020

BALAGANESH.A

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear BALAGANESH.A,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving no less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**





BREAKUP OF MONTHLY SALARY	
Name : BALAGANESH.A	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2063

18-Oct-2020

CHANDRU K

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear CHANDRU K,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY	
Name : CHANDRU K	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2055

18-Oct-2020

KABILESH.S

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear KABILESH.S,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY	
Name : KABILESH.S	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2060

18-Oct-2020

Manikandan.P

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear Manikandan.P,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.





9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

Schedule I --- Compensation
Details Salary Structure



BREAKUP OF MONTHLY SALARY	
Name : Manikandan.P	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.

P. Manikandan
ACCEPTED.



Ref No: MAH/POL/AHM/2061

18-Oct-2020

Ruban.P

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear Ruban.P,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

Schedule I --- Compensation
Details Salary Structure

BREAKUP OF MONTHLY SALARY	
Name : Ruban.P	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2059

18-Oct-2020

Santhosh.S

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear Santhosh.S,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.





9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY

Name : Santhosh.S

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packagesubject to, and after, deduction of tax at source in accordance with applicable law.

S. Santhosh
RECEIVED



Ref No: MAH/POL/AHM/2066

18-Oct-2020

Swami Nathan.R

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear Swami Nathan.R,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property, documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY

Name : Swami Nathan.R

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packagesubject to, and after, deduction of tax at source in accordance with applicable law.

Swami Nathan.R

ACCEPTED

Ref No: MAH/POL/AHM/2068

18-Oct-2020

ANBARASAN.V

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear ANBARASAN.V,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving no less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**

BREAKUP OF MONTHLY SALARY

Name : ANBARASAN.V

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packagesubject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2067

18-Oct-2020

Karthik.S

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear Karthik.S,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.





9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving no less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY**Name : Karthik.S**

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.

Ref No: MAH/POL/AHM/2063

18-Oct-2020

ANNADURAI P

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear ANNADURAI P,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**

BREAKUP OF MONTHLY SALARY

Name : ANNADURAI P

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2064

18-Oct-2020

BALAGURU M

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear BALAGURU M,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving no less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**

BREAKUP OF MONTHLY SALARY

Name : BALAGURU M

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.

Ref No: MAH/POL/AHM/2053

18-Oct-2020

BHARATHAN M

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear BHARATHAN M,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**

BREAKUP OF MONTHLY SALARY

Name : BHARATHAN M

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.

Ref No: MAH/POL/AHM/2058

18-Oct-2020

SHEYAM KUMARAN B

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear SHEYAM KUMARAN B,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving you not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**

BREAKUP OF MONTHLY SALARY**Name : SHEYAM KUMARAN B**

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2057

18-Oct-2020

VINOTHRAJ R

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear VINOTHRAJ R,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with **POLESTAR ENGINEERING.CO** on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be **NOC EXECUTIVE**, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at **BANGALORE** You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY

Name : VINOTHRAJ R

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2054

18-Oct-2020

N.VALAMPURINATHAN

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear N.VALAMPURINATHAN,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property, documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I -- Compensation
Details Salary Structure**





BREAKUP OF MONTHLY SALARY

Name : N.VALAMPURINATHAN

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.





Ref No: MAH/POL/AHM/2075

18-Oct-2020

KAARTHIKAA P

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear KAARTHIKAA P,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

Schedule I --- Compensation
Details Salary Structure



BREAKUP OF MONTHLY SALARY	
Name : KAARTHIKAA P	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2076

18-Oct-2020

NADHIYA R

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear NADHIYA R,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY**Name : NADHIYA R**

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packagesubject to, and after, deduction of tax at source in accordance with applicable law.





9



Ref No: MAH/POL/AHM/2069

18-Oct-2020

IYAPPAN K

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear IYAPPAN K,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.





9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**





BREAKUP OF MONTHLY SALARY	
Name : IYAPPAN K	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2052

18-Oct-2020

MOHAMED JASITH A

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear MOHAMED JASITH A,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY

Name : MOHAMED JASITH A

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packagesubject to, and after, deduction of tax at source in accordance with applicable law.



02



Ref No: MAH/POL/AHM/2074

18-Oct-2020

SENTHILKUMAR B

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear SENTHILKUMAR B,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.





9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I -- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY

Name : SENTHILKUMAR B

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.

Ref No: MAH/POL/AHM/2071

18-Oct-2020

SRIKANTH R

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear SRIKANTH R,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**



BREAKUP OF MONTHLY SALARY**Name : SRIKANTH R**

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



59



Ref No: MAH/POL/AHM/2070

18-Oct-2020

ANBURAJ J

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear ANBURAJ J,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.





9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property, documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**





BREAKUP OF MONTHLY SALARY

Name : ANBURAJ J

Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2062

18-Oct-2020

SURYA E

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear SURYA E,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.





12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

**ENGINEERING.CO26-May-
2020**

**Schedule I --- Compensation
Details Salary Structure**





BREAKUP OF MONTHLY SALARY	
Name : SURYA E	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref No: MAH/POL/AHM/2072

18-Oct-2020

VIJAY S

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment Letter

Dear VIJAY S,

We are pleased to offer you an employment, for the position of **NOC EXECUTIVE** with POLESTAR ENGINEERING.CO on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 01-Jun-2019.

2. Job Title

Your job title will be NOC EXECUTIVE, and you will report to Aluk Mishra.

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at BANGALORE You may however be required to work at any place of business which the Company has, or may later acquire.

5. Leave/Holidays

You shall be entitled for casual leave/sick leave and other holidays as notified by the company.

6. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

7. Contract Period

Your contract employment period is 11 months from date of joining.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Recovery of penalties levied by clients

In the event of any penalties claimed by the client for damages caused due to your negligence in performance of duties or misconduct, the company shall initiate disciplinary action including recovery of such penalties from your salary or full and final settlement as the case may be.

11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 15 days' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving not less than 15 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

11.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

12. Confidential Information

12.1 During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.



12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

12.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Circle HR

POLESTAR

ENGINEERING.CO26-May-

2020

**Schedule I --- Compensation
Details Salary Structure**

BREAKUP OF MONTHLY SALARY	
Name : VIJAY S	
Basic + DA	14066.00
Other Allowances	2950.00
Total Gross	17016.00
Standard Deductions	
PF	1688.00
ESI	128.00
P.TAX	200.00
TOTAL DEDUCTION	2016.00
NET SALARY	15000.00
Other Reimbursements	0.00

Note: You will receive salary, and all other benefits forming part of your remuneration packages subject to, and after, deduction of tax at source in accordance with applicable law.



Ref. ID: HR /June-2020/Appt Letter B11

Dear BHUVANESHWARI J,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a "Trainee-Business Analyst".

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week.

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : March06,2020
Place : Chennai



Ref. ID: HR /June-2020/Appt Letter B12

Dear NAGALAKSHMI K,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Trainee-Business Analyst”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week.

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : March06,2020
Place : Chennai



Ref. ID: HR /June-2020/Appt Letter B13

Dear RAJATHI G,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a "Trainee-Business Analyst".

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week.

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : March06,2020
Place : Chennai



Ref. ID: HR /Jul-2020/Appt Letter O24

Dear GNANAGAYATHIRI S,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Trainee-Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

G. Dineshkumar

Dineshkumar G
Director-HumanResource

Date : 07.02.2020
Place : Chennai



Ref. ID: HR /Jul-2020/Appt Letter O25

Dear KARPAGAM S,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Trainee-Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads 'G. Dineshkumar'.

Dineshkumar G
Director-HumanResource

Date : 07.02.2020
Place : Chennai



Ref. ID: HR /Jul-2020/Appt Letter O26

Dear PAVITHRA J,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Trainee-Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 07.02.2020
Place : Chennai



Ref. ID: HR /Jul-2020/Appt Letter O27

Dear MARIYAMMAL N,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Trainee-Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.80 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

**Dineshkumar G
Director-HumanResource**

**Date : 07.02.2020
Place : Chennai**



Muthoot Finance Limited

Ref No: HRDPT/158/2020

Date: 03.02.2020

To
MADURALAKSHMI V
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. MADURALAKSHMI V

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory



Muthoot Finance Limited

Ref No: HRDPT/159/2020

Date: 03.02.2020

To
MAHESWARI G
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. MAHESWARI G

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory



Muthoot Finance Limited

Ref No: HRDPT/160/2020

Date: 03.02.2020

To
MONISHA J
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. MONISHA J

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory



Muthoot Finance Limited

Ref No: HRDPT/161/2020

Date: 03.02.2020

To
PREMITHA M
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. PREMITHA M

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory



Muthoot Finance Limited

Ref No: HRDPT/162/2020

Date: 03.02.2020

To
PRIYADHARSHINI V
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. PRIYADHARSHINI V

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory



Muthoot Finance Limited

Ref No: HRDPT/163/2020

Date: 03.02.2020

To

SYED ASIQUE AHAMED N
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. SYED ASIQUE AHAMED N

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory



Muthoot Finance Limited

Ref No: HRDPT/157/2020

Date: 03.02.2020

To
GAYATHRI K
E.G.S. Pillay Engineering College
Nagapattinam.

Dear Mr/Ms. GAYATHRI K

OFFER LETTER

Ref: Campus Interview held on 12.12.2019.

We are glad to inform you that you are provisionally selected for the post of Junior Relationship Executive in our company Muthoot Finance Ltd.

You will be offered a consolidated salary of Rs.15000/- (Rupees Fifteen Thousand Only) per month and you will be on probation for a period of one year from the date of posting.

List of documents required:-

1. Proof of age (SSLC certificate)
2. Proof of educational qualification
3. Proof of work experience (wherever applicable)
4. Proof of address & proof of identification
5. Service bond to be executed in the prescribed format
6. Muthoot honor code duly signed
7. Declaration of fidelity & secrecy duly signed
8. Character & conduct certificate from a dignitary
9. Copy of dress code duly signed
10. Recent passport size photographs

Please return the enclose copy of this letter duly signed to indicate your acceptance of this letter.

Thank you,

For Muthoot Finance Limited

Ramesh. R
Authorized Signatory

PUMO/2020/JE/9436

Date: 07.09.2020

Letter of Appointment

To,

BABU G
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention BABU G:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of BABU G	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9423

Date: 07.09.2020

Letter of Appointment

To,

FENIN C
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention FENIN C:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of FENIN C	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9433

Date: 07.09.2020

Letter of Appointment

To,

IBRAHIM N
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention IBRAHIM N:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of IBRAHIM N	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9437

Date: 07.09.2020

Letter of Appointment

To,

LOGESWARAMURTHY.M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention LOGESWARAMURTHY.M:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. September 14th 2020 on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of LOGESWARAMURTHY.M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9438

Date: 07.09.2020

Letter of Appointment

To,

PANJU VIJAYAN S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention PANJU VIJAYAN S:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. September 14th 2020 on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
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 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of PANJU VIJAYAN S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9427

Date: 07.09.2020

Letter of Appointment

To,

PRATHAP S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention PRATHAP S:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
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 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of PRATHAP S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9428

Date: 07.09.2020

Letter of Appointment

To,

SANTHOSH A

Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention SANTHOSH A:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of SANTHOSH A	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9429

Date: 07.09.2020

Letter of Appointment

To,

SOORIYA S

Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention SOORIYA S:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of SOORIYA S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9439

Date: 07.09.2020

Letter of Appointment

To,

SRIDHAR V
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention SRIDHAR V:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of SRIDHAR V	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9435

Date: 07.09.2020

Letter of Appointment

To,

VENKAT RAMAN S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention VENKAT RAMAN S:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of VENKAT RAMAN S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9430

Date: 07.09.2020

Letter of Appointment

To,

YASHIR HASIF H
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention YASHIR HASIF H:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. September 14th 2020 on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of YASHIR HASIF H	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9426

Date: 07.09.2020

Letter of Appointment

To,

NIRMAL K M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention NIRMAL K M:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. September 14th 2020 on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of NIRMAL K M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9432

Date: 07.09.2020

Letter of Appointment

To,

PRADEEPAN G
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention PRADEEPAN G:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of PRADEEPAN G	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9440

Date: 07.09.2020

Letter of Appointment

To,

VAIDHYANATHAN S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention VAIDHYANATHAN S:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performing your statutory and assigned duties properly and up to his satisfaction.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of VAIDHYANATHAN S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9434

Date: 07.09.2020

Letter of Appointment

To,

VENGATESH S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention VENGATESH S:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of VENGATESH S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9431

Date: 07.09.2020

Letter of Appointment

To,

VENKATESH V
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention VENKATESH V:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of VENKATESH V	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9441

Date: 07.09.2020

Letter of Appointment

To,

BANGARUKUMAR M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention BANGARUKUMAR M:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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5. As a Junior Testing Engineer, you shall be responsible for:
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of BANGARUKUMAR M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9442

Date: 07.09.2020

Letter of Appointment

To,

MANIKANDAN B
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention MANIKANDAN B:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. September 14th 2020 on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of MANIKANDAN B	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9443

Date: 07.09.2020

Letter of Appointment

To,

MUTHUKUMARAN V
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention MUTHUKUMARAN V:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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5. As a Junior Testing Engineer, you shall be responsible for:
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of MUTHUKUMARAN V	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9444

Date: 07.09.2020

Letter of Appointment

To,

BALAJI.K
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention BALAJI.K:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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5. As a Junior Testing Engineer, you shall be responsible for:
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of BALAJI.K	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2020/JE/9445

Date: 07.09.2020

Letter of Appointment

To,

HARISH KUMAR T
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer PUMO TECH

Kind Attention HARISH KUMAR T:

We are pleased to inform you that you have been appointed as Jr. Testing Engineer of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' effective from the date of joining i.e. **September 14th 2020** on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice and extend the probation period.
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5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - For carrying out the instructions, directions and advice of the Director of the Company given to you from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accepted the said terms and conditions.

SALARY PACKAGE PER MONTH of HARISH KUMAR T	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For PumoTechnovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/423

07.12.2020

Appointment Order

Dear **ARJUN K,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



BUILDERS

PLANNERS

ARCHITECTS

19, Maharajapuram, Vedaranyam, Ph: 04369 250316,

Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/434

07.12.2020

Appointment Order

Dear **MARIMUTHU A,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



BUILDERS

PLANNERS

ARCHITECTS

19, Maharajapuram, Vedaranyam, Ph: 04369 250316,

Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

29
Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/435

07.12.2020

Appointment Order

Dear **MATHIVANAN S,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



BUILDERS

PLANNERS

ARCHITECTS

19, Maharajapuram, Vedaranyam, Ph: 04369 250316,

Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/425

07.12.2020

Appointment Order

Dear **PRAVEEN A,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



BUILDERS

PLANNERS

ARCHITECTS

19, Maharajapuram, Vedaranyam, Ph: 04369 250316,

Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/427

07.12.2020

Appointment Order

Dear **SIVAGURU M,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



BUILDERS

PLANNERS

ARCHITECTS

19, Maharajapuram, Vedaranyam, Ph: 04369 250316,

Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/436

07.12.2020

Appointment Order

Dear **SIVARAM R,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



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19, Maharajapuram, Vedaranyam, Ph: 04369 250316,

Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/424

07.12.2020

Appointment Order

Dear **VISHNUPRIYA P,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



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• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/437

07.12.2020

Appointment Order

Dear **SAKTHI RAJAN,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

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• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/428

07.12.2020

Appointment Order

Dear **SANTHIYA,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



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• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Vdm/2020/426

07.12.2020

Appointment Order

Dear **SUBASH CHANDRA BOSE,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **16.12.2020**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

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SALYA CONSTRUCTION

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Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

DATE: 28.09.2020

REF NO: CAD/KUM/2020/259

Dear AKILAN S,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

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Mr.SATHYA NARAYANAN
HR - CAD POINT

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DATE: 28.09.2020

REF NO: CAD/KUM/2020/251

Dear JAISANKAR R,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact Registered Office: CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in www.cadpoint.in

97

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ISO 9001 : 2008 CERTIFIED COMPANY

DATE: 28.09.2020

REF NO: CAD/KUM/2020/258

Dear KARAN P,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

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ISO 9001 : 2008 CERTIFIED COMPANY

DATE: 28.09.2020

REF NO: CAD/KUM/2020/256

Dear NAVEEN S,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

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Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/254

Dear NIVETHA V,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

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Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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COMPANY SEAL

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Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/255

Dear SARASWATHY R,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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COMPANY SEAL

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Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/252

Dear ABIRAMI,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/257

Dear DEISEELAN,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
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Mr.SATHYA NARAYANAN
HR - CAD POINT

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DATE: 28.09.2020

REF NO: CAD/KUM/2020/253

Dear GUNALILLI,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
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Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/271

Dear **VIGNESHWARAN D,**

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
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Mr.SATHYA NARAYANAN
HR - CAD POINT

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DATE: 28.09.2020

REF NO: CAD/KUM/2020/260

Dear ANANTHA SIDDHAN M,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
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Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact **Registered Office:** CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in. www.cadpoint.in

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DATE: 28.09.2020

REF NO: CAD/KUM/2020/261

Dear **ARUNKUMAR.R,**

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact Registered Office: CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in. www.cadpoint.in

DATE: 28.09.2020

REF NO: CAD/KUM/2020/262

Dear GANESAN K,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

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DATE: 28.09.2020

REF NO: CAD/KUM/2020/264

Dear PRASANNA S,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact **Registered Office:** CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in. www.cadpoint.in

DATE: 28.09.2020

REF NO: CAD/KUM/2020/265

Dear SATHYASEELAN P,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

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Contact Person: **Mr.SATHYA NARAYANAN (HR)**

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Mr.SATHYA NARAYANAN
HR - CAD POINT

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DATE: 28.09.2020

REF NO: CAD/KUM/2020/266

Dear RIYAS A,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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Mr.SATHYA NARAYANAN
HR - CAD POINT

85

Meh
not
arranged,

DATE: 28.09.2020

REF NO: CAD/KUM/2020/267

Dear **ABDUL BASITH**,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/268

Dear **AKASH R**,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

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Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

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- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/269

Dear **PRINCE CLINTON A J**,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 28.09.2020

REF NO: CAD/KUM/2020/270

Dear SATTHISHKUMAR S,

With reference to your interview on May 20 of 2019, we are happy to inform that you are appointed for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **October 1, 2020** (Reporting Time: 09:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

Appointment Letter - 0010016065/2020

10th Oct, 2020

To;

PRAKASH S
EGS Pillay engineering college,
Dept of Mechanical Engineering,
Nagappattinam.

Sub: Letter of Appointment

Dear PRAKASH S

With Reference to your application and subsequent interview with us, We are pleased to appoint you as Production Engineer in our Organization with the below terms and condition.

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/ enterprises in Tamilnadu will be at the discretion of the Management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like perks & allowances of your basic pay, House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

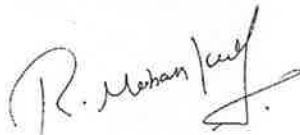
You and your surety, who should be a person of substantial means, will have to execute a Service Agreement Bond on a ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after

successful completion of your training. In case you fail to complete your training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.
- (d) Declaration & Nomination form –duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

**With best wishes,
Regards
For SS Technovation**



Appointment Letter - 0010016066/2020

10th Oct, 2020

To:

VIMALRAJ A
EGS Pillay engineering college,
Dept of Mechanical Engineering,
Nagappattinam.

Sub: Letter of Appointment

Dear VIMALRAJ A

With Reference to your application and subsequent interview with us, We are pleased to appoint you as Production Engineer in our Organization with the below terms and condition.

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/ enterprises in Tamilnadu will be at the discretion of the Management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like perks & allowances of your basic pay, House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

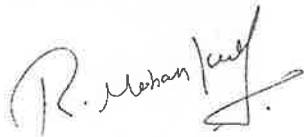
You and your surety, who should be a person of substantial means, will have to execute a Service Agreement Bond on a ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after

successful completion of your training. In case you fail to complete your training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.
- (d) Declaration & Nomination form –duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards
For SS Technovation



Ref No: 0016045/2020

5th June, 2019

To:

AKASH K
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear AKASH K,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

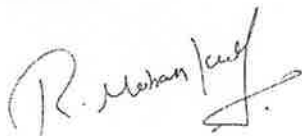
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016046/2020

5th June, 2019

To:

BALAMURUGAN S
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear **BALAMURUGAN S**,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

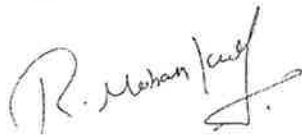
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016058/2020

5th June, 2019

To:

KARIKALAN R
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear KARIKALAN R,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Orgaization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

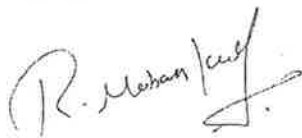
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016059/2020

5th June, 2019

To:

KARTHIK RAJA R
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear KARTHIK RAJA R,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards



For SS Technovation

Ref No: 0016047/2020

5th June, 2019

To:

KESAVAN P
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear KESAVAN P,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016060/2020

5th June, 2019

To:

MOHAMED HASIM M
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear MOHAMED HASIM M,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

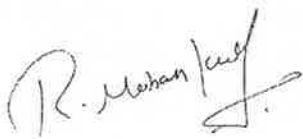
You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards



For SS Technovation

Ref No: 0016051/2020

5th June, 2019

To:

MOHAMED NOUFAL RISWAN S
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear MOHAMED NOUFAL RISWAN S,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

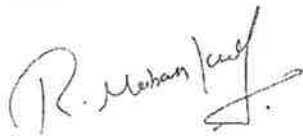
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

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- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
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- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016052/2020

5th June, 2019

To:

PRAVEEN T
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear PRAVEEN T,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

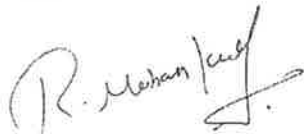
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

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- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016061/2020

5th June, 2019

To:

SHANMUGASUNDARAM M
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear SHANMUGASUNDARAM M,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Orgaization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

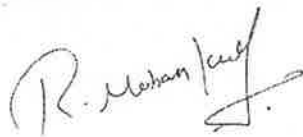
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and **one self-attested copy** each of the Matriculation Certificate in support of your **age**. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Ref No: 0016053/2020

5th June, 2019

To:

SHANMUGHAM S
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear SHANMUGHAM S,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Orgaization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

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With best wishes,

Regards



For SS Technovation

60

Ref No: 0016048/2020

5th June, 2019

To:

ASHWIN RAJ K
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear ASHWIN RAJ K,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Orgaization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

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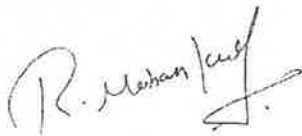
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With best wishes,

Regards



For SS Technovation

Ref No: 0016049/2020

5th June, 2019

To:

BALAN A
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear BALAN A,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

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With best wishes,
Regards



For SS Technovation

Ref No: 0016055/2020

5th June, 2019

To:

THIYAGESAN S
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear THIYAGESAN S,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Orgaization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

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If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

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After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

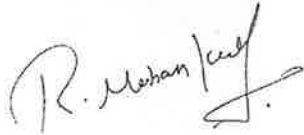
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- (d) Declaration & Nomination form –duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards
For SS Technovation



Ref No: 0016056/2020

5th June, 2019

To:

VIJAYAKUMAR N
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear VIJAYAKUMAR N,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Orgaization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

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- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

Appointment Letter - 0010016062/2020

10th Oct, 2020

To:

MANIKANDAN M
EGS Pillay engineering college,
Dept of Mechanical Engineering,
Nagappattinam.

Sub: Letter of Appointment

Dear MANIKANDAN M

With Reference to your application and subsequent interview with us, We are pleased to appoint you as Production Engineer in our Organization with the below terms and condition.

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/ enterprises in Tamilnadu will be at the discretion of the Management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like perks & allowances of your basic pay, House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, who should be a person of substantial means, will have to execute a Service Agreement Bond on a ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after

successful completion of your training. In case you fail to complete your training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.
- (d) Declaration & Nomination form –duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards
For SS Technovation



Appointment Letter - 0010016063/2020

10th Oct, 2020

To:

JAYABALAN
EGS Pillay engineering college,
Dept of Mechanical Engineering,
Nagappattinam.

Sub: Letter of Appointment

Dear JAYABALAN

With Reference to your application and subsequent interview with us, We are pleased to appoint you as Production Engineer in our Organization with the below terms and condition.

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/ enterprises in Tamilnadu will be at the discretion of the Management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like perks & allowances of your basic pay, House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

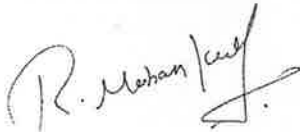
You and your surety, who should be a person of substantial means, will have to execute a Service Agreement Bond on a ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after

successful completion of your training. In case you fail to complete your training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.
- (d) Declaration & Nomination form –duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards
For SS Technovation



Appointment Letter - 0010016064/2020

10th Oct, 2020

To:

MANIKANDAN M
EGS Pillay engineering college,
Dept of Mechanical Engineering,
Nagappattinam.

Sub: Letter of Appointment

Dear MANIKANDAN M

With Reference to your application and subsequent interview with us, We are pleased to appoint you as Production Engineer in our Organization with the below terms and condition.

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/ enterprises in Tamilnadu will be at the discretion of the Management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like perks & allowances of your basic pay, House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, who should be a person of substantial means, will have to execute a Service Agreement Bond on a ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after

successful completion of your training. In case you fail to complete your training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.
- (d) Declaration & Nomination form –duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards
For SS Technovation





JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
JOSEPH ARUL SELVAM.A

Dear **JOSEPH ARUL SELVAM.A**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One Lakh Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/12

Date : 31.01.2020

With regards,

(SARA DAVID), Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
PAVITHRA.A

Dear PAVITHRA.A,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One Lakh Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/13

Date : 31.01.2020

With regards,

(SARA DAVID), Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
AARTHI P

Dear **AARTHI P**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One Lakh Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/14

Date : 31.01.2020

With regards,

(SARA DAVID), Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
BUVANESHWARI S

Dear **BUVANESHWARI S**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One Lakh Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/15

Date : 31.01.2020

With regards,

(SARA DAVID), Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
HEMASUNDARI K

Dear **HEMASUNDARI K**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One Lakh Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/16

Date : 31.01.2020

With regards,

(SARA DAVID), Director/Joules Quare



JOULES SQUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
Priya M

Dear Priya M,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One lakhs Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/17

Date : 31.01.2020

With regards,

(SARA DAVID) ,Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
Balamugunthan S

Dear **Balamugunthan S**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One lakhs Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2020/18

Date : 31.01.2020

With regards,

(SARA DAVID) ,Director/Joules Quare



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **ABINAYA T**,

Employee ID: **EGS/2019/3527**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **AZARUDEEN N**,

Employee ID: **EGS/2019/3528**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **KALAIYARASAN K**,

Employee ID: **EGS/2019/3538**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **KAMALI M**,

Employee ID: **EGS/2019/3529**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **KAVICHELVAN S**,

Employee ID: **EGS/2019/3539**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **PRAVEEN A K**,

Employee ID: **EGS/2019/3531**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **SANGAVI C**,

Employee ID: **EGS/2019/3532**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.

No. 18, First Floor, Sir Ahamed Sreet (Near Anna Selai)

Nagapattinam - 611001 e-mail: priyanbuilders@gmail.com



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **SARANRAJ B**,

Employee ID: **EGS/2019/3533**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign and send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs. 1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **SUGANYA S**,

Employee ID: **EGS/2019/3534**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **VENKADASAN A**,

Employee ID: **EGS/2019/3535**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign and send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **ELAVARASAN**,

Employee ID: **EGS/2019/3530**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **MEIYAZHAGAN**,

Employee ID: **EGS/2019/3536**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign and send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 21.09.2020

LETTER OF APPOINTMENT

Dear **MOHAMED HISHAM**,

Employee ID: **EGS/2019/3537**

SUB: Letter of appointment for the post of **Site Engineer**.

We are pleased to appoint you as the "**Site Engineer**" beginning from **October 2020**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



EmbedNs

Appointment No:202009123

To

ABIRAMI.G,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **ABIRAMI.G,**

Appointment No:202009123

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	ABIRAMI.G	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009132

To

ARUL.H,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **ARUL.H,**

Appointment No:202009132

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	ARUL.H	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:**202009124**

To

BAVATHARANI.G,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **BAVATHARANI.G,**

Appointment No:**202009124**

We are pleased to inform you that you have been selected for the profile of “Support Engineer” based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
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7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	BAVATHARANI.G	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No: **202009126**

To

JEEVITHA.A,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **JEEVITHA.A,**

Appointment No: **202009126**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	JEEVITHA.A	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009125

To

Monisha.M,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Monisha.M,**

Appointment No:202009125

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	Monisha.M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009122

To

POONGODHAI M,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **POONGODHAI M,**

Appointment No:202009122

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	POONGODHAI M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended, and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009127

To

Prathiba.Y,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Prathiba.Y,**

Appointment No:202009127

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	Prathiba.Y	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009128

To

Santhiya.G,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Santhiya.G,**

Appointment No:202009128

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	Santhiya.G	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009130

To

Sunandhana.M,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Sunandhana.M,**

Appointment No:202009130

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
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6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	Sunandhana.M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009129

To

Thamaraiselvi.T,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Thamaraiselvi.T,**

Appointment No:202009129

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	Thamaraiselvi.T	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:**202009131**

To

Viswasrija.V,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Viswasrija.V,**

Appointment No:**202009131**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	Viswasrija.V	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:**202009140**

To

KAVIYA M,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **KAVIYA M,**

Appointment No:**202009140**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	KAVIYA M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009135

To

AGATHEES BABU M,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **AGATHEES BABU M,**

Appointment No:202009135

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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EmbedNS

9. Your annual Remuneration will be Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).

Organization contribution

Name	AGATHEES BABU M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009136

To

HARIHARASUDHAN M,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **HARIHARASUDHAN M,**

Appointment No:202009136

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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Organization contribution

Name	HARIHARASUDHAN M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009137

To

KAVIYASHREE K M,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **KAVIYASHREE K M,**

Appointment No:202009137

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

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EmbedNs

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Organization contribution

Name	KAVIYASHREE K M	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009133

To

SAIKUMAR A,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **SAIKUMAR A,**

Appointment No:202009133

We are pleased to inform you that you have been selected for the profile of “Support Engineer” based on the results of interviews conducted on 5th August 2019. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020.**
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EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	SAIKUMAR A	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009134

To

SRIDHAR B,

E G S Pillay Engineering College,
Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **SRIDHAR B,**

Appointment No:202009134

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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9. Your annual Remuneration will be Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).

Organization contribution

Name	SRIDHAR B	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009139

To

SURENDHAR S,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **SURENDHAR S,**

Appointment No:202009139

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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EmbedNs

9. Your annual Remuneration will be Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).

Organization contribution

Name	SURENDHAR S	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009138

To

VIJAY R,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **VIJAY R,**

Appointment No:202009138

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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9. Your annual Remuneration will be Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).

Organization contribution

Name	VIJAY R	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

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Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:202009142

To

ABITHA A,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **ABITHA A,**

Appointment No:202009142

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
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5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	ABITHA A	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No: **202009141**

To

SOWNDARYA R,

E G S Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **SOWNDARYA R,**

Appointment No: **202009141**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on **5th August 2019**. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. **October 1st 2020**.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be born by the company.



EmbedNs

9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Name	SOWNDARYA R	
Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



HR/Offer Letter/May-2021

May 10,2021

Ms.Harinishri P

1/72,kalivatta street,

Pandhanallur (po)

Thiruvudaimaruthur

Thanjavur-609807

Ms.Harinishri P,

Sub: Offer of Appointment

We thank you for exploring career opportunities with Mobius Knowledge Services Pvt Ltd..

You have successfully completed our initial selection process and we take great pleasure in offering you the position of "**Trainee - Software Engineer**". This offer is based on your profile, relevant work experience and performance in the selection process. Your title is indicative of the vital role that you will be playing in Mobius Knowledge Services Pvt Ltd.. We are confident that you will enjoy your role and make a significant contribution to the success of our business.

Your Compensation package would be as in Annexure 1.

We would like you to begin employment with us on or before **03-May-21** to our **Gateway Office Parks,Perungalathur,Chennai-600063** office. However, your services are transferable, and you may be assigned after reasonable notice, 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.

All remuneration payable to you will be subject to Income Tax deduction at source wherever applicable and to any other statutory deductions that may be applicable. However the structure of your compensation plan may be altered / changed from time in line with the compensation policy and practices of the company.

This offer and your employment with Mobius is contingent on your satisfactory completion of all verification and or background / reference checks, which may occur at any time prior to after your effect joining date. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungalathur, Chennai 600 063
Tel : +91 44 6600 5800 CIN.U72200TN2002PTC049583 Website: www.mobiuservices.com



The Company's business involves operating round the clock on all day. Therefore the work may involve shift working and availing staggered weekly offs. You are expected to attend the work as assigned to you by your superiors.

This employment may be terminated by either party giving two months notice or two months gross pay in lieu of notice.

At the time of joining, photocopy of the following documents are mandatory. Please carry the original copies which would be returned after verification.

- Standard X and XII mark sheet equivalent
- Degree / Post Graduate Certificate and mark sheets for all semesters
- Last Salary Drawn Certificate / pay slip of last three months from the previous employer
- Relieving Letter from your previous employers
- Five passport size photographs
- Photocopy of your Aadhar Card
- Photocopy of your Permanent Account Number

Please sign and return to us the duplicate copy of this letter and Annexure as token of your acceptance. In case we do not receive any confirmation from you on or before the specified date, we shall be compelled to treat it as non-acceptance of our offer from your end and shall treat the offer as a declined offer. For further queries / clarifications, feel free to get back to us.

With best wishes and looking forward to a long and mutually beneficial association.

Yours sincerely,

For **Mobius Knowledge Services Pvt Ltd.**

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G

Director - Human Resource

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungolathur, Chennai 600 063
Tel : +91 44 6600 5800 CIN.U72200TN2002PTC049583 Website: www.mobiuservices.com



Annexure-I

Compensation & Benefits			
Name	Harinishri P	Exp.D.O.J	03-May-21
Designation	Trainee - Software Engineer	Band & Level	B1L1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,466	1,13,592
1.2	House Rent Allowance	3,199	38,388
1.3	Festival Bonus	789	9,468
Gross Monthly Fixed Salary & Benefits		13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
Cost to Company		14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the Atmanirbhar scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act.



LETTER OF APPOINTMENT

Dear Mr/Ms VINITH R

Ref No: ME/2020/1128

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.

4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited

V. P. Nandakumar

HR Manager.

05/02/2020



LETTER OF APPOINTMENT

Dear Mr/Ms JASMEEN SAFINA A J

Ref No: ME/2020/1123

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.

4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited

V. P. Nandakumar
HR Manager.
05/02/2020

LETTER OF APPOINTMENT

Dear Mr/Ms MATHU KUMAR S

Ref No: ME/2020/1124

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.

4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited

V. P. Nandakumar

V. P. Nandakumar
HR Manager.
05/02/2020

LETTER OF APPOINTMENT

Dear Mr/Ms MUTHU R

Ref No: ME/2020/1125

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.


4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited


V. P. Nandakumar
HR Manager.
05/02/2020



LETTER OF APPOINTMENT

Dear Mr/Ms PRABHAVATHI B

Ref No: ME/2020/1126

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.

4. Insurance

We have liability insurance and it is intended that Manappuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited

V. P. Nandakumar
HR Manager.
05/02/2020

LETTER OF APPOINTMENT

Dear Mr/Ms PREETHI M

Ref No: ME/2020/1127

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.


4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited


V. P. Nandakumar
HR Manager.
05/02/2020

LETTER OF APPOINTMENT

Dear Mr/Ms ABIRAMI S

Ref No: ME/2020/1129

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.

4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited



V. P. Nandakumar

HR Manager.

05/02/2020



LETTER OF APPOINTMENT

Dear Mr/Ms ASIKDHEE M

Ref No: ME/2020/1130

I am writing to confirm our decision to appoint you as Marketing Executive in Manappuram Finance Limited with effect from **July 2020**. This letter of appointment sets out the terms and conditions covering your appointment which are as follows:

1. Duties

There are certain duties prescribed for both Executive and Non-Executive, which are fiduciary in nature and are as under:

- 1.1 undertake appropriate induction and regularly update and refresh your skills, knowledge and familiarity with the company;
- 1.2 seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- 1.3 strives to attend the general meetings of the company;

2. Status of Appointment

2.1 You will not be an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration of Rs. 1.6 Lakhs/annum decided by the Board and approved by the Shareholders from time to time. Further, you will also be paid remuneration by way of commission as may be approved by the Board and the Shareholders from time to time.

3. Evaluation

Your appointment and re appointment on the Board shall subject to the outcome of the yearly evaluation process.

4. Insurance

We have liability insurance and it is intended that Mannapuram will assume and maintain such cover for the full term of your appointment.

Thanking you,

Yours Faithfully,

For and on behalf of Manappuram Finance Limited

V. P. Nandakumar

HR Manager.

05/02/2020



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Anusha S,

Employee ID: MCS/2020/531

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Aravindh.N,

Employee ID: MCS/2020/532

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Dharmaraja,

Employee ID: MCS/2020/533

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear M.Gayathri,

Employee ID: MCS/2020/540

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Hemalatha.G,

Employee ID: MCS/2020/534

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
 Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear S. Pavithra,

Employee ID: MCS/2020/523

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
 HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear P. Pushpalatha,

Employee ID: MCS/2020/524

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Salomiya R,

Employee ID: MCS/2020/525

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Santhiya A,

Employee ID: MCS/2020/541

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Srileka M,

Employee ID: MCS/2020/526

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you


Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear Subasreee P,

Employee ID: MCS/2020/527

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear TAMIZHAMOZHI,

Employee ID: MCS/2020/528

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear YUVARAJA,

Employee ID: MCS/2020/530

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear JAYAKANTH J,

Employee ID: MCS/2020/542

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear MADHURABASHINI K,

Employee ID: MCS/2020/543

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear MANIMOZHI D,

Employee ID: MCS/2020/544

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear AKSHAYA R,

Employee ID: MCS/2020/535

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager

Received

R. Akshana



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear SANTHIYA R,

Employee ID: MCS/2020/536

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager

Accepted
R. Santhya



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear K.Suvitha,

Employee ID: MCS/2020/537

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from **05.10.2020**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager

Accepted.
K. Suvitha.



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear VIGNESH K,

Employee ID: MCS/2020/538

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager

Accepted
Vignesh K



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

308
30.09.2020

Dear VENKATARAMANAN P,

Employee ID: MCS/2020/539

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

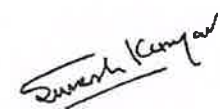
a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

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Wishing you the very best in your career with us.

Thanking you



Suresh Kumar
HR manager





22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

30.09.2020

Dear RENUGA E,

Employee ID: MCS/2020/545

In accordance to our discussion, we have pleasure in selecting you as a trainee with effect from 05.10.2020.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

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Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



20th June, 2021

To,

Name: Ms Nishanthini Gandhi
Address: Chennai

Subject: Appointment letter

Dear Ms Nishanthini Gandhi,

Yalamanchili (the Company) is pleased to extend you this appointment in Software Development Function. This appointment is conditional to you attending and successfully completing the training offered by the company within the stipulated period. If you accept this appointment, you will begin your training with the Company on 21-June-2021 in Chennai.

Training - Terms and Conditions:

- a) You will be trained as an IT Professional in the function you have received your appointment.
- b) Training program is designed to have three parts. First part - Foundation aims at strengthening the software engineering concepts, provide an introduction to the need for information security and its role in software engineering, and imparting the soft skills that are required for the industry. Second Part - Specialization focuses on providing in-depth knowledge by way of class room sessions and gaining practical experience by working in projects. Third part - Client Specific focuses on understanding the client specific industry domain and gaining hand-on experience by working on real time client projects.
- c) Training is imparted using video assisted teaching methods where recorded training videos of domain and subject matter experts are played assisted by an experienced trainer. Each topic covered in the classroom is followed by assignments to apply the knowledge gained during the class room sessions in real life situations. Tests are conducted at logical points to evaluate the individuals understanding. Individuals are assigned to specific live projects to work on their chosen area of specification to gain practical hands-on experience.
- d) You shall diligently and promptly attend to the training, complete the assignments entrusted to you from time to time within the time limits stipulated by the Company to the satisfaction of the Company.
- e) Training will on from Monday to Saturday (except National Holidays) and will start at 08:00 AM in the morning till 06:00 PM in evening.
- f) You are required to be punctual (report to office by 07:45 AM) and be attentive during the training.
- g) During the training, you may be called to come in specific shifts and / or on specific holidays (including Sundays) as stipulated by the company to gain real time experience of the job function.
- h) During the period when you are in training, the Company agrees to pay you a "Stipend" of INR 8000/= per month (Rupees Eight Thousand Only) which shall be payable after the end of every calendar month on or before the seventh (7th) of the subsequent calendar month. The monthly Stipend will be payable to you only after deducting any amounts that may be due and payable by you.
- i) The "Stipend" paid will be on a prorated basis in proportion to the number of days of training you have attended during the month. If you have attended 20 days of the total 25 days of training in a month, your stipend will be pro-rated using the formula: $(\text{No. of days of training attended (20)} / \text{Total number of days of training in the month (25)}) \times \text{Stipend Amount (8000)}$.
- j) As a trainee, you will not receive any other benefits that regular Company employees receive, including, but not limited to health insurance, vacation or sick pay, paid holidays and any other employee benefits.
- k) You shall not be entitled to any remuneration, perquisites or benefits other than what is expressly mentioned supra.
- l) The training period will be for a minimum of three (3) months and a maximum of six (6) months from the date of joining. Based on the performance in your training, you will be given an offer as a confirmed Permanent full-time employee of the company any time after 3 months at the discretion of the company.
- m) On completion of six months, in case your performance is not to the satisfaction of the company, the company will NOT provide an offer of employment and the training will be discontinued.



- n) The Company may terminate your training at any time, with or without cause and with or without notice by providing 1 days' notice and you will be paid stipend till the date of termination based on for the number of days you have attended training prorated on a total of 25 days of training for the month.
- o) If you absent yourself continuously for five (5) training days without any intimation, the Company will have the right to terminate the appointment with or without any notice. In the event of termination under this Clause, you shall not be entitled to either the notice period or stipend in lieu thereof.
- p) On successful completion of the training, you will be appointed as a confirmed Permanent full-time employee of the company. On confirmed employment, the company agrees to pay you a salary based on the salary structure as mentioned below. You will have to sign the Company's Terms & Conditions if you accept the employment with the company post completion of training.

Particulars	Monthly INR	Annual INR
Basic Salary	5,600	67,200
House Rent Allowance	1,400	16,800
Shift Allowance	3,000	36,000
Statutory Bonus	1,400	16,800
Total Monthly Gross	11,400	1,36,800
Employer Provident Fund	1,032	12,384
Gratuity	269	3,231
Employer Contribution to ESI	325	3,900
Group Medical & Personal Accident Insurance	70	840
Grand Total	13,096	1,57,155

- q) Your appointment is on the basis of your educational qualifications and experience mentioned by you in your application / resume. In case, if the Company discovers the facts mentioned therein are incorrect, non-disclosure of any relevant information about you, the Company reserves the right to terminate your appointment without any notice or Stipend in lieu thereof.
- r) During your training, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this appointment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your training, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.
- s) By accepting this appointment, you agree that throughout your training, you will observe the Company policies and practices governing the conduct of our business and employees, HR policy, ISMS policy, local laws, ordinances, regulations, and codes in the performance of any obligation by you in India. You further agree to indemnify the Company against any loss or damage that may be sustained by reason of failure on your part to observe / comply with the laws.
- t) You shall not indulge in or do any act, omission or deed which may expose the Company or any of its subsidiaries or affiliates to any loss and / or damage and / or prosecution under any law whether in India. You further agree to hold harmless and indemnify the Company, its subsidiaries or affiliates against such loss and/or damage and / or prosecution. You shall, at no time hold or represent yourself as the agent of the Company nor shall you do any act or thing liable or calculated to induce others to believe that you are the agent of the



Company. You shall under no circumstances impose or attempt to impose any contractual or other obligations on the Company or pledge the Company's credit without the prior written approval of the Company.

- u) Any Asset which is provided by Company to use including Mobile Phones, Official Phone Number, and Laptop should be used only for Official purpose only. The said assets should be returned back to the Company.

General:

- a) This appointment letter and its terms and provisions shall be read and construed in accordance with, and governed by, Indian Law and the parties irrevocably submit to the exclusive jurisdiction of the Chennai Courts.
- b) The terms and conditions in this Agreement are subject to vary, any required changes to the terms and conditions of this Agreement shall be made from time to time, at the Company's discretion. You shall agree to comply with the same. This Agreement shall supersede all prior Agreements, negotiations, representations, (except fraudulent representations) and proposals (written and oral) relating to its subject matter. The terms and conditions of this letter should be kept strictly confidential.

Please acknowledge your acceptance of this offer by signing and returning one copy of this Appointment to the undersigned.

For Yalamanchili School of Learning Pvt. Ltd.

S. Bhargavi

Ms. S. Bhargavi
Manager - Human Resources

I, _____ acknowledge and agree with the above terms and conditions of my appointment with YALAMANCHILI.

Signature Date



20th June, 2021

To,

Name: Mr Rameez Thariq
Address: Chennai

Subject: Appointment letter

Dear Mr Rameez Thariq,

Yalamanchili (the Company) is pleased to extend you this appointment in Software Development Function. This appointment is conditional to you attending and successfully completing the training offered by the company within the stipulated period. If you accept this appointment, you will begin your training with the Company on 21-June-2021 in Chennai.

Training - Terms and Conditions:

- a) You will be trained as an IT Professional in the function you have received your appointment.
- b) Training program is designed to have three parts. First part - Foundation aims at strengthening the software engineering concepts, provide an introduction to the need for information security and its role in software engineering, and imparting the soft skills that are required for the industry. Second Part - Specialization focuses on providing in-depth knowledge by way of class room sessions and gaining practical experience by working in projects. Third part - Client Specific focuses on understanding the client specific industry domain and gaining hand-on experience by working on real time client projects.
- c) Training is imparted using video assisted teaching methods where recorded training videos of domain and subject matter experts are played assisted by an experienced trainer. Each topic covered in the classroom is followed by assignments to apply the knowledge gained during the class room sessions in real life situations. Tests are conducted at logical points to evaluate the individuals understanding. Individuals are assigned to specific live projects to work on their chosen area of specification to gain practical hands-on experience.
- d) You shall diligently and promptly attend to the training, complete the assignments entrusted to you from time to time within the time limits stipulated by the Company to the satisfaction of the Company.
- e) Training will on from Monday to Saturday (except National Holidays) and will start at 08:00 AM in the morning till 06:00 PM in evening.
- f) You are required to be punctual (report to office by 07:45 AM) and be attentive during the training.
- g) During the training, you may be called to come in specific shifts and / or on specific holidays (including Sundays) as stipulated by the company to gain real time experience of the job function.
- h) During the period when you are in training, the Company agrees to pay you a "Stipend" of INR 8000/= per month (Rupees Eight Thousand Only) which shall be payable after the end of every calendar month on or before the seventh (7th) of the subsequent calendar month. The monthly Stipend will be payable to you only after deducting any amounts that may be due and payable by you.
- i) The "Stipend" paid will be on a prorated basis in proportion to the number of days of training you have attended during the month. If you have attended 20 days of the total 25 days of training in a month, your stipend will be pro-rated using the formula: (No. of days of training attended (20) / Total number of days of training in the month (25)) x Stipend Amount (8000).
- j) As a trainee, you will not receive any other benefits that regular Company employees receive, including, but not limited to health insurance, vacation or sick pay, paid holidays and any other employee benefits.
- k) You shall not be entitled to any remuneration, perquisites or benefits other than what is expressly mentioned supra.
- l) The training period will be for a minimum of three (3) months and a maximum of six (6) months from the date of joining. Based on the performance in your training, you will be given an offer as a confirmed Permanent full-time employee of the company any time after 3 months at the discretion of the company.
- m) On completion of six months, in case your performance is not to the satisfaction of the company, the company will NOT provide an offer of employment and the training will be discontinued.



- n) The Company may terminate your training at any time, with or without cause and with or without notice by providing 1 days' notice and you will be paid stipend till the date of termination based on for the number of days you have attended training prorated on a total of 25 days of training for the month.
- o) If you absent yourself continuously for five (5) training days without any intimation, the Company will have the right to terminate the appointment with or without any notice. In the event of termination under this Clause, you shall not be entitled to either the notice period or stipend in lieu thereof.
- p) On successful completion of the training, you will be appointed as a confirmed Permanent full-time employee of the company. On confirmed employment, the company agrees to pay you a salary based on the salary structure as mentioned below. You will have to sign the Company's Terms & Conditions if you accept the employment with the company post completion of training.

Particulars	Monthly INR	Annual INR
Basic Salary	5,600	67,200
House Rent Allowance	1,400	16,800
Shift Allowance	3,000	36,000
Statutory Bonus	1,400	16,800
Total Monthly Gross	11,400	1,36,800
Employer Provident Fund	1,032	12,384
Gratuity	269	3,231
Employer Contribution to ESI	325	3,900
Group Medical & Personal Accident Insurance	70	840
Grand Total	13,096	1,57,155

- q) Your appointment is on the basis of your educational qualifications and experience mentioned by you in your application / resume. In case, if the Company discovers the facts mentioned therein are incorrect, non-disclosure of any relevant information about you, the Company reserves the right to terminate your appointment without any notice or Stipend in lieu thereof.
- r) During your training, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this appointment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your training, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.
- s) By accepting this appointment, you agree that throughout your training, you will observe the Company policies and practices governing the conduct of our business and employees, HR policy, ISMS policy, local laws, ordinances, regulations, and codes in the performance of any obligation by you in India. You further agree to indemnify the Company against any loss or damage that may be sustained by reason of failure on your part to observe / comply with the laws.
- t) You shall not indulge in or do any act, omission or deed which may expose the Company or any of its subsidiaries or affiliates to any loss and / or damage and / or prosecution under any law whether in India. You further agree to hold harmless and indemnify the Company, its subsidiaries or affiliates against such loss and/or damage and / or prosecution. You shall, at no time hold or represent yourself as the agent of the Company nor shall you do any act or thing liable or calculated to induce others to believe that you are the agent of the

Yalamanchili School of Learning Private Limited | CIN: U65993TN1999PTC043523

Registered office: Ground Floor, No. 41 & 42, 7th Link Street, Nehru Nagar, Kottivakkam, Chennai - 600 041.



Company. You shall under no circumstances impose or attempt to impose any contractual or other obligations on the Company or pledge the Company's credit without the prior written approval of the Company.

- u) Any Asset which is provided by Company to use including Mobile Phones, Official Phone Number, and Laptop should be used only for Official purpose only. The said assets should be returned back to the Company.

General:

- a) This appointment letter and its terms and provisions shall be read and construed in accordance with, and governed by, Indian Law and the parties irrevocably submit to the exclusive jurisdiction of the Chennai Courts.
- b) The terms and conditions in this Agreement are subject to vary, any required changes to the terms and conditions of this Agreement shall be made from time to time, at the Company's discretion. You shall agree to comply with the same. This Agreement shall supersede all prior Agreements, negotiations, representations, (except fraudulent representations) and proposals (written and oral) relating to its subject matter. The terms and conditions of this letter should be kept strictly confidential.

Please acknowledge your acceptance of this offer by signing and returning one copy of this Appointment to the undersigned.

For Yalamanchili School of Learning Pvt. Ltd.

Ms. S. Bhargavi
Manager - Human Resources

I, _____ acknowledge and agree with the above terms and conditions of my appointment with YALAMANCHILI.

Signature Date



20th June, 2021

To,

Name: Ms Suganthi
Address: Thiruvarur

Subject: Appointment letter

Dear Ms Suganthi,

Yalamanchili (the Company) is pleased to extend you this appointment in Software Development Function. This appointment is conditional to you attending and successfully completing the training offered by the company within the stipulated period. If you accept this appointment, you will begin your training with the Company on 21-June-2021 in Chennai.

Training - Terms and Conditions:

- a) You will be trained as an IT Professional in the function you have received your appointment.
- b) Training program is designed to have three parts. First part - Foundation aims at strengthening the software engineering concepts, provide an introduction to the need for information security and its role in software engineering, and imparting the soft skills that are required for the industry. Second Part - Specialization focuses on providing in-depth knowledge by way of class room sessions and gaining practical experience by working in projects. Third part - Client Specific focuses on understanding the client specific industry domain and gaining hand-on experience by working on real time client projects.
- c) Training is imparted using video assisted teaching methods where recorded training videos of domain and subject matter experts are played assisted by an experienced trainer. Each topic covered in the classroom is followed by assignments to apply the knowledge gained during the class room sessions in real life situations. Tests are conducted at logical points to evaluate the individuals understanding. Individuals are assigned to specific live projects to work on their chosen area of specification to gain practical hands-on experience.
- d) You shall diligently and promptly attend to the training, complete the assignments entrusted to you from time to time within the time limits stipulated by the Company to the satisfaction of the Company.
- e) Training will on from Monday to Saturday (except National Holidays) and will start at 08:00 AM in the morning till 06:00 PM in evening.
- f) You are required to be punctual (report to office by 07:45 AM) and be attentive during the training.
- g) During the training, you may be called to come in specific shifts and / or on specific holidays (including Sundays) as stipulated by the company to gain real time experience of the job function.
- h) During the period when you are in training, the Company agrees to pay you a "Stipend" of INR 8000/= per month (Rupees Eight Thousand Only) which shall be payable after the end of every calendar month on or before the seventh (7th) of the subsequent calendar month. The monthly Stipend will be payable to you only after deducting any amounts that may be due and payable by you.
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- m) On completion of six months, in case your performance is not to the satisfaction of the company, the company will NOT provide an offer of employment and the training will be discontinued.



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- o) If you absent yourself continuously for five (5) training days without any intimation, the Company will have the right to terminate the appointment with or without any notice. In the event of termination under this Clause, you shall not be entitled to either the notice period or stipend in lieu thereof.
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- s) By accepting this appointment, you agree that throughout your training, you will observe the Company policies and practices governing the conduct of our business and employees, HR policy, ISMS policy, local laws, ordinances, regulations, and codes in the performance of any obligation by you in India. You further agree to indemnify the Company against any loss or damage that may be sustained by reason of failure on your part to observe / comply with the laws.
- t) You shall not indulge in or do any act, omission or deed which may expose the Company or any of its subsidiaries or affiliates to any loss and / or damage and / or prosecution under any law whether in India. You further agree to hold harmless and indemnify the Company, its subsidiaries or affiliates against such loss and/or damage and / or prosecution. You shall, at no time hold or represent yourself as the agent of the Company nor shall you do any act or thing liable or calculated to induce others to believe that you are the agent of the



Company. You shall under no circumstances impose or attempt to impose any contractual or other obligations on the Company or pledge the Company's credit without the prior written approval of the Company.

- u) Any Asset which is provided by Company to use including Mobile Phones, Official Phone Number, and Laptop should be used only for Official purpose only. The said assets should be returned back to the Company.

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Please acknowledge your acceptance of this offer by signing and returning one copy of this Appointment to the undersigned.

For Yalamanchili School of Learning Pvt. Ltd.

Ms. S. Bhargavi
Manager - Human Resources

I, _____ acknowledge and agree with the above terms and conditions of my appointment with YALAMANCHILI.

Signature Date



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-456

To:

MATHIYAZHAGAN T
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **MATHIYAZHAGAN T**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000-(Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

Your job responsibilities covers (but will not be limited to) :

- Work with engineers, architects etc. to identify the in-depth details of the project;
- Collect permits and licenses from related authorities;
- Determine required resources with attention to budgetary limitations;
- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
- Supervising all the contractors and sub-contractors;
- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

On regular intervals of one week you have to report to the main office for reporting all details of the construction site. You might also be required to report to your immediate manager if any urgency arises.



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

You may terminate this appointment by giving written three months' notice to the organization.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er.A.Mohan Kumar

Date:02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-457

To:

NAVEENKUMAR M
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **NAVEENKUMAR M**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs. 12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

Your job responsibilities covers (but will not be limited to) :

- Work with engineers, architects etc. to identify the in-depth details of the project;
- Collect permits and licenses from related authorities;
- Determine required resources with attention to budgetary limitations;
- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
- Supervising all the contractors and sub-contractors;
- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

On regular intervals of one week you have to report to the main office for reporting all details of the construction site. You might also be required to report to your immediate manager if any urgency arises.



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

You may terminate this appointment by giving written three months' notice to the organization.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er.A.Mohan Kumar

Date:02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-464

To:

SRIRATHNA S
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **SRIRATHNA S**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000:-(Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

Your job responsibilities covers (but will not be limited to) :

- Work with engineers, architects etc. to identify the in-depth details of the project;
- Collect permits and licenses from related authorities;
- Determine required resources with attention to budgetary limitations;
- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
- Supervising all the contractors and sub-contractors;
- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

On regular intervals of one week you have to report to the main office for reporting all details of the construction site. You might also be required to report to your immediate manager if any urgency arises.



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

You may terminate this appointment by giving written three months' notice to the organization.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar

Date: 02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-452

To:

TAMIZHARASAN S
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear TAMIZHARASAN S,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

Your job responsibilities covers (but will not be limited to) :

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- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

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Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

You may terminate this appointment by giving written three months' notice to the organization.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar

Date: 02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-451

To:

BALARAMAN
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **BALARAMAN**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

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Coimbatore 641032.

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If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 02-12-2020

Place: Othakalmandapam



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-455

To:

NAVEEN KUMAR
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **NAVEEN KUMAR**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000-(Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

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Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar

Date: 02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

26



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-453

To:

SABARI KRISHNAN
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **SABARI KRISHNAN**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs. 12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

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For Rohit Builders,

Er. A. Mohan Kumar

Date: 02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID: 2020-OD-454

To:

SELVA
EGS Pillay Engineering College,
Nagapattinam.

Subject: Letter of Appointment for Site Supervisor

Dear **SELVA**,

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 02-12-2020 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

Your job responsibilities covers (but will not be limited to) :

- Work with engineers, architects etc. to identify the in-depth details of the project;
- Collect permits and licenses from related authorities;
- Determine required resources with attention to budgetary limitations;
- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
- Supervising all the contractors and sub-contractors;
- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

On regular intervals of one week you have to report to the main office for reporting all details of the construction site. You might also be required to report to your immediate manager if any urgency arises.



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

You may terminate this appointment by giving written three months' notice to the organization.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar

Date: 02-12-2020

Place: Othakalmandapam

ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032



Date: 09 March 2020

Letter of Intent

Dear **BHARATHI N,**

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

1. You shall be required to pass the mandated evaluations and exams and successfully complete the training mentioned above. Your offer of employment with HGS is conditional upon your successful completion of the training program and upon your satisfactory performance in the evaluations and interviews conducted by HGS prior to the issue of a final letter of appointment.

2. This offer is made with the specific understanding that there is no obligation on the part of the HGS to offer you an appointment on completion of the training. This offer letter has been issued with the intention of encouraging you to complete the training program, thereby increasing your chances of being offered a position with HGS. You acknowledge and agree that completion of the training course does not, in and of itself, guarantee an offer of employment from HGS or any of its affiliates or subsidiaries, and any such offer shall be made at HGS' sole and absolute discretion.

3. You will not be entitled to claim any compensation from HGS, or any of its affiliates or subsidiaries, for participation in the training program. You acknowledge and agree that receipt of this conditional offer letter does not make you an employee of HGS and that you will not be entitled to any of the compensation and benefits afforded to an HGS employee unless and until you receive a final letter of appointment from HGS.

Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73183**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear DURGA B,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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2. This offer is made with the specific understanding that there is no obligation on the part of the HGS to offer you an appointment on completion of the training. This offer letter has been issued with the intention of encouraging you to complete the training program, thereby increasing your chances of being offered a position with HGS. You acknowledge and agree that completion of the training course does not, in and of itself, guarantee an offer of employment from HGS or any of its affiliates or subsidiaries, and any such offer shall be made at HGS' sole and absolute discretion.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73184**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear JAYAPRIYA K,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73185**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear **LOGESWARI R,**

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73186**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear **MANIMARAN N**,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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3. You will not be entitled to claim any compensation from HGS, or any of its affiliates or subsidiaries, for participation in the training program. You acknowledge and agree that receipt of this conditional offer letter does not make you an employee of HGS and that you will not be entitled to any of the compensation and benefits afforded to an HGS employee unless and until you receive a final letter of appointment from HGS.

Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73187**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear MURUGAPRASHATH M,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73188**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear **NANDHINI M,**

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73189**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear **PANNEER SELVAM B,**

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73191**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear **PRIANKA KANMANI A,**

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73192**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear **RAMYASRI S,**

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73193**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear SUBITHA S,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73194**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear Syed Asik Mohammed,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73715**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 09 March 2020

Letter of Intent

Dear NITHYA A,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **73190**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition

CADD LEADER™

RefNo: CADD/2020/EGS/C/018

03.08.2020

Appointment Letter

Dear Mr. GOPI K

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADD LEADERTM

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader



RefNo: CADD/2020/EGS/C/022

03.08.2020

Appointment Letter

Dear Mr. HABEEB KAREEIM

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
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7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
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CADD LEADER™

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader

CADD LEADERTM

Ref No: CADD/2020/EGS/C/023

03.08.2020

Appointment Letter

Dear Mr. KRISHNA BHARATHI R

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADDTM LEADER

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House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
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ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader

CADDTM LEADER

Ref No: CADD/2020/EGS/C/019

03.08.2020

Appointment Letter

Dear Mr. LAKSHMIPRIYA G

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADD LEADER™

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Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
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ESI	2400
TOTAL	1,19,800/-

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Thanks & Regards



For CADD Leader

CADD LEADER™

Ref No: CADD/2020/EGS/C/021

03.08.2020

Appointment Letter

Dear Mr. RAJASEKAR R

We take pleasure to welcome you to the CADD LEADER Family!!

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CADDTM LEADER

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Thanks & Regards



For CADD Leader

CADDTM LEADER

Ref No: CADD/2020/EGS/C/020

03.08.2020

Appointment Letter

Dear Mr. DEEPAN

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADDTM LEADER

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<i>Deductions</i>	
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ESI	2400
TOTAL	1,19,800/-

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Thanks & Regards



For CADD Leader

CADD LEADER™

Ref No: CADD/2020/EGS/M/027

03.08.2020

Appointment Letter

Dear Mr. ALAFRIT-IH J

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADDTM LEADER

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TOTAL	1,19,800/-

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Thanks & Regards



P. J. [Signature]

For CADD Leader



Ref No: CADD/2020/EGS/M/029

03.08.2020

Appointment Letter

Dear Mr. KARTHEEBAN P

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADDTM LEADER

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Other Benefits	32500
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<i>Deductions</i>	
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ESI	2400
TOTAL	1,19,800/-

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Thanks & Regards



R. J. [Signature]

For CADD Leader

CADD LEADER™

Ref No: CADD/2020/EGS/M/034

03.08.2020

Appointment Letter

Dear Mr. PRIYADARSAN R

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADDTM LEADER

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<i>Deductions</i>	
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TOTAL	1,19,800/-

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Thanks & Regards



P. J. [Signature]

For CADD Leader

CADD LEADER

Ref No: CADD/2020/EGS/M/036

03.08.2020

Appointment Letter

Dear Mr. SABAREESWARAN S

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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Thanks & Regards



P. J. [Signature]

For CADD Leader

CADD LEADER™

Ref No: CADD/2020/EGS/M/030

03.08.2020

Appointment Letter

Dear Mr. AHAI GODWIN ROSARIO V

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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Thanks & Regards



R. J. Johnson

For CADD Leader

63

CADD LEADER™

Ref No: CADD/2020/EGS/M/042

03.08.2020

Appointment Letter

Dear Mr. DINESH KUMAR M

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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CADDTM LEADER

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TOTAL	1,19,800/-

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Thanks & Regards



For CADD Leader

66

CADD LEADER™

Ref No: CADD/2020/EGS/M/032

03.08.2020

Appointment Letter

Dear Mr. MOHAMED IMRAN N

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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Thanks & Regards



For CADD Leader



Ref No: CADD/2020/EGS/M/033

03.08.2020

Appointment Letter

Dear Mr. PIRUTHIVIRAJ M

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company your employment commencement would be with effect from **10th August 2019** on the following terms and Conditions.

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Thanks & Regards



For CADD Leader

81

CADD LEADER™

Ref No: CADD/2020/EGS/M/043

03.08.2020

Appointment Letter

Dear Mr. VIGNESHWARAN M

We take pleasure to welcome you to the CADD LEADER Family!!

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Thanks & Regards



For CADD Leader



Business Solutions

13 January 2021

SBS-DTH/HR/APP/2021/01/013/004

LETTER OF APPOINTMENT

Mr. Baijal Ijas Nagoor Gani
Trichy

Dear Baijal,

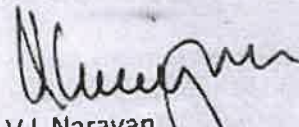
With reference to the successful completion of your Training, we are pleased to Offer you the following:

1. **Appointment:** You are appointed for the post of **Customer Support Executive**.
2. **Date of Appointment:** Your effective date of Appointment will be **13 January 2021**
3. **Initial Posting & Reporting:** Your initial posting and place of work will be out of our Trichy branch office and you will report to the respective Business and / or Functional Head.
4. **Compensation:** As agreed, your Annual Gross package would be **Rs. 93,600/-** The details of your entitlements and your salary break- up are as per **Annexure-II**
5. **Employment Status:** You are placed on Probation for a period of Six (06) months from **13 Jan 2021**. During the course of Probationary period, your job performance shall be closely monitored & reviewed by your department head and based on positive recommendation; your employment status shall automatically change as Confirmed on **13 July 2021** unless otherwise your evaluated job performance falls below company required standards. In which case, you shall be intimated in writing for an extension of your Probationary period or cessation of employment, however deem fit.
6. **Terms & Conditions of Employment:** All other terms & conditions, rules & policies of employment which you are to strictly follow and comply with under the Company's Code of Conduct is attached herewith as **Annexure I**.

We take this opportunity to welcome you at Sun Business Solutions (P) Ltd and look forward to a mutually rewarding relationship.

Sincerely yours

for Sun Business Solutions Private Limited


V L Narayan
Managing Director

I have read, understood and accept the terms and condition of my employment as indicated above, rules and regulation of the Company as Annexed.

Agreed & Accepted: 

Sun Business Solutions Pvt. Ltd.,

Registered Office :
4/1017, 3rd Cross Street, 9th Link, Nehru Nagar,
Kottivakkam, Chennai - 600 041.
Tel : 044-43411434, www.sunbs.in
E-Mail ID: info@sunbs.in
CIN : U72900TN2010PTC077949

Encl: Annexure- I & II



SBS-DTH/HR/APP/2021/01/013/001

13 January 2021

LETTER OF APPOINTMENT

Mr. Balaji Karthikeyan
Trichy

Dear Balaji,

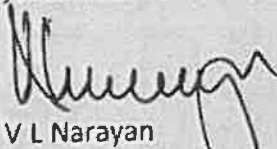
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We take this opportunity to welcome you at Sun Business Solutions (P) Ltd and look forward to a mutually rewarding relationship.

Sincerely yours

for Sun Business Solutions Private Limited



V L Narayan
Managing Director

I have read; understood and accept the terms and condition of my employment as indicated above, rules and regulation of the Company as Annexed.

Agreed & Accepted:

Sun Business Solutions Pvt. Ltd.,

Registered Office :
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Encl: Annexure- I & II