



November 30, 2021

Dear Mutakoduru Rajeshwari,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as Associate-CS Phone in the Company. Please note that your employment with us is contingent on subject to successful clearance of background verification. You need to submit all relevant documents for back ground verification within seven (7) days from the date of appointment letter. In case you fail to submit the documents within the prescribed period, we will initiate necessary action against you as deemed as appropriate by the Company including but not limited to revoking of this offer letter without any further liability to Company. You are requested to join us on or before December 1, 2021 on the following terms and conditions.

Your place of posting will be initially at Hyderabad. However during your employment with us you may be posted or transferred/attached to any other units/companies/ offices or clients of The Sutherland Group either in India or Abroad at the sole discretion of the Management.

Your emoluments by way of Annual Cost to the Company is Rs.230,000.00 /- per annum (Rupees Two lakhs Thirty thousand Rupees Only), the details of which are given in the annexure of the appointment letter.

You shall report to Aditya Reddy Kallam of the company or any authorized person nominated by the company from time to time, who will in turn assign your role, duties and responsibilities in the company.

You may be required to work in shift system of the company as intimated to you from time to time.

You are governed by the "Sutherland's Code of Conduct as updated from time to time" of the company which are in force or may come in force from time to time. You will also execute a service and confidentiality agreement as applicable to employees of your category from time to time.

You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

Your employment is subject to successful and satisfactory clearance of background verification which is a continues process and if any discrepancy is observed during the course of background verification which is against the policies of the Company, we will take appropriate action including immediate cessation of your employment without any further liability to Company.


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The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and will not pay any notice pay.

During the period of your employment with us, you will not work directly or indirectly for any other person, firm, company or organization or engage yourself with any trade or business whether with or without remuneration in any capacity without the prior written permission of the company.

In compliance with statutory and legal compliances under Indian Laws including but not limited to under Information Technology Act 2000, the company reserves the right to deploy necessary tools and measures in the interest of data integrity, screen and information security while working inside or outside office, including work at home, at any point of time.

You agree to abide by confidentiality norms as included under NDA signed by you and maintain secrecy of the Sutherland proprietary information exchanged with you during the course of your employment and thereafter.

In case of any violation of abovementioned covenants by you, the Company reserves its right to take penal action against you including termination of services and civil and criminal action against you for the damages incurred by the Company.

Your appointment is subject to that your self-declaration on medical fitness and you will have to maintain a state of overall sound health in order to be able to perform your Services per expected standards and continue employment in the Company.

All inventions, improvements and discoveries made solely by you or jointly while on duty need to be disclosed to the company and the company has the sole right, title and interest over such inventions, improvements, and discoveries and has the intellectual property rights over them.

You shall keep the company informed in writing, of any change in your address. failing which any notice/letter sent by the company to your address mentioned above shall be sufficient for the purpose of this contract.

The Personal Information you provide to the Company in connection with your recruitment and subsequent employment will be used for the purpose of administering your employment with the Company in general and the Company's human resources in particular. The Company may disclose some or all of your Personal Information to competent authority(ies) in accordance with their directions or to other parties, including our clients, on need-to-know basis, in pursuance of any enquiry or investigation. You have the right to access and correct your own Personal Information which the Company has. Any request for Personal Information access and/or correction should be addressed to the Human Resources Department. You shall keep the company informed of any change in your present or permanent address or contact details (e-mail/ contact number).

You will automatically retire from the services of the company on attaining the age of 60 years.

Required Documents

Please bring the following original documents for verification with their photocopies, which would be retained for our records.


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- Photographs (Six passport size)
- All educational certificates including mark sheets in full
- Relieving Letter & Service Certificate (If employed previously)
- Proof of Last drawn salary
- Aadhar, Passport / Proof of Address
- Form -16 along with earnings certificate for IT purpose



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Sutherland Global Services Private Ltd.
Annexure

Name of the Employee: Mutakoduru Rajeshwari
Designation: Associate-CS Phone
Date of Joining: December 1, 2021
Level: 1

Components	Rs. Per month	Rs. Per annum
FIXED PAY (A)		
Basic Salary	5,365.00	64,380.00
House Rent Allowance	2,683.00	32,190.00
Bonus	2,194.00	26,323.00
Medical Reimbursement	1,250.00	15,000.00
Special Allowance	3,088.00	37,051.00
SKILL BASED PAY (B)		
Skill Based Pay	750.00	9,000.00
Gross Salary (A + B)	15,329.00	183,944.00
PERFORMANCE INCENTIVE (C)		
Performance Incentive	2,750.00	24,750.00
STATUTORY BENEFITS AND INSURANCE (D)		
Employer's Contribution to PF	1,518.00	18,210.00
Gratuity	258.00	3,095.00
CTC (A + B + C + D)	19,167.00	230,000.00
Net Salary (Gross-PF-ESI)	13,696.00	164,354.00
Potential Earning (Net Salary + Performance Incentive)	16,446.00	189,104.00


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Performance Incentive	<p>You will become eligible for PI, after completion of 2 calendar months from your start date at Sutherland. Your PI will be paid against achievement on the target/s set by the company, on a time to time basis. PI is processed and paid 60 days from the completion of the performance period.</p> <p>Example 1: If DOJ on 1st of any Month, then PI eligibility would be from 3rd Month and paid along 5th Month Salary</p> <p>Example 2: If DOJ is on 2nd onwards of any Month, then PI eligibility would be from 4th Month and paid along 6th Month Salary</p>
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Gratuity	Gratuity amount shall accrue annually, and the eligibility will be only on completion of 5 years of continues service with Sutherland and payable at the time of Final Settlement of Accounts
Insurance Coverage	<p>Sum insured under Accident Insurance is Rs.500,000/-,</p> <p>Mediclam is Rs.200,000.00/- for self only.</p> <p>Group term Life Insurance coverage of – Rs 500,000.00 for self only.</p>
ESI	If your ESI wage (Gross – Bonus) is less than or equal to 21000/- per month, an amount equivalent to 0.75% of your gross salary will be deducted towards ESI every month – For details you may contact your Program HR Executive

We at Sutherland have the privilege to have you with us and personally welcome and wish you a very successful career with us and reaffirm our complete confidence in your ability to find professional and personal satisfaction here. All who met you agree you will be a fine asset to the company.

Best wishes for a long, happy and rewarding career with us.
Sincerely,

For Sutherland



Srinivasaram Shanmugam
Sr Director - Talent Acquisition

I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.

Offer electronically accepted by: Mutakoduru Rajeshwari
Offer electronically accepted on: Nov 30, 2021, 10:30 PM GMT+05:30


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Medchal Dist-501 301

Signed Offer Letter



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Eoulabad, Ghatkesar (Md),
Medchal Dist-501 301

November 22, 2021

HRD/2T/1002022326/21-22

Ms. Arige Sudha Sravani
3-6-69/2A
Basheerbagh
Hyderabad-500029
India

Ph: +91-8008481644

Dear Arige,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2021.11.22 20:29:23 IST
Reason: Digitally Signed
Location: Bangalore


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Medchal, Dist:Rangareddy 501501

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CIN: L85110KA1981PLC013115
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askus@infosys.com
www.infosys.com

November 22, 2021

HRD/1002022326/21-22

Ms. Arige Sudha Sravani
3-6-69/2A
Basheerbagh
Hyderabad-500029
India

Ph: +91-8008481644

Dear Arige,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **09-Dec-2021**.

Location

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.


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Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions


Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

Agreement

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.


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You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

Passport and Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Compensation and Benefits

Salary

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of INR **461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR **500,000** per annum.


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You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200**. The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.


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Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers. Your simple average should not be less than what was specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.


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If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

Your employment will be governed by the rules, regulations and policies of the Company.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited


I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20_____

Sign your name

Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.11.22 10:29:23 IST
Reason: Digitally Signed
Location: Bangalore


Principal
Megha Inst. of Engg. & Tech for Women
Bar (Midl.)
E-1
1304

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 T +91 120 4125000 F +91 120 4402000
 Registered Office: 8th Floor, 90, Naraina Pkwy, New Delhi 110028, India
 www.hcltech.com

OFFER and APPOINTMENT LETTER

Offer Release Date: November 1, 2021

Dear Kollie Rani,
 4-58 , Lakkanaram
 Lakkanaram ,, Mahabubnagar,
 Telangana, India, 509385

Dear Kollie Rani,

Congratulations! With reference to your application and subsequent discussions with us, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd. as **SOFTWARE ENGINEER** at EL.

We take this opportunity to thank & appreciate your decision to join HCL. You are requested to join us on or before **November 2, 2021** at 9 AM.

The details of your compensation and benefits package along with the terms and conditions of employment applicable from the date of your joining are annexed herewith. As confirmation of your acceptance, please sign the duplicate copy of this Offer and Appointment Letter along with the Annexures and submit the same to **Adarsh Naidu** at the address mentioned above.

Welcome onboard! We look forward to a mutually fruitful association.

For HCL Technologies Limited,



Amrita Das
 Vice President, Head-Global Rewards


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K. Rani

SIGNATURE OF EMPLOYEE:

HCL

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 Edulabad, Ghatkesar
 Medchal Dist-501

OFFER LETTER



Ref. No. HRM/2021/Q1/ N Bhavani

Date: 1st July, 2021

Dear Bhavani,

Sub: Appointment letter for the position of a “Recruiter” in **WorkCog Management Solution India Pvt. Ltd.**

On behalf of **WorkCog Management Solution India Pvt. Ltd.** we are glad to offer you a position in our Company. The following are terms and conditions of your employment:

You will be designated as a “**Recruiter**” in department US-Staffing

You will join us on **1st July, 2021**

Your Annual Cost to Company (CTC) will be **Rs. 1, 20,000 (Rupees One Lakhs twenty Thousand Only)**

Please refer to Annexure ‘A’ for Salary break-up details.

We expect our employees to work with a high standard of initiative, efficiency and economy. You will perform, observe and conform to such duties, direction and instruction that will be assigned or communicated to you from time to time, by the Company.

All information, communication and other data that would come to your knowledge during the course of your employment shall be in a strict fiduciary capacity. You shall hold the same in strict confidence without being detrimental to the interests of organization, with special reference to Company’s finances, sales, profits and other proprietary and confidential information acquired by you during your employment.

CONFIRMATION:

You shall be on a probation for a period of One (1) month from the date of your joining the company and thereafter the probation period maybe either extended at the discretion of the management or may be dispensed with earlier. Unless confirmed in writing, you will be deemed to be on probation after the expiry of the initial or extended period of probation. The Company reserves its rights to terminate your services without any notice or wages in lieu thereof during the initial or extended period of probation.

LEAVE POLICY:

Leave Structure @ WMSIPL: Employee are entitled for the below mentioned leaves per financial year:

Leave Type	Leaves per year (April 01 to March 31)	Eligibility	Encashment
Sick Leave	04	From the date of joining	Not Allowed
Earned Leave	12 (1 Day/Per month)	All confirmed employees	Not Allowed
Marriage Leave	03	All confirmed employees	Not Allowed
Maternity Leave	As per the act	Female Employees only, for two deliveries only	Not Allowed
Bereavement Leave	03	From the date of joining	Not Allowed
Special Leave	01	All confirmed employees	Not Allowed

Any continued absence from duty for continued period of 5 days without any notice shall be treated with strict action. You will be eligible for **12** days of paid leave annually. All leaves will require supervisor's prior approval. No carry forward of leaves is allowed under current policies. Also, you can take **4** days of "sick leave" on annual basis, however, these needs to be utilized for genuine reasons. The company views any misuse of "sick leave" seriously, and this action may lead up to termination of employment

LOCATION:

You will be based at HYDERABAD. The Company reserves the right to transfer you at any time to any other place in India or abroad, and/or to a branch office, subsidiary, affiliate company, department or establishment of the Company, whether in existence on the date of this letter or established or acquired later, provided that the terms and conditions of your employment set forth herein are not adversely affected by such transfer.

SALARY REVIEW:

Your salary will be revised as per the policy of the Company, your increment in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

CONFLICT OF INTEREST/OTHER WORK:

Passion is of whole-time employment with the company and you shall devote yourself exclusively for the business of the company. You will not take up any other work for remuneration (Part time or otherwise) or work on advisory capacity or be interested directly (except as shareholder or debenture holder in any other trade or business during the employment with the company without permission in writing of the Chairman / Director of the Company

USE OF PERSONAL INFORMATION:

As an employee you give your explicit consent to the Company for the processing of any personal or sensitive personal data relating to you which is provided by you in the course of your recruitment and your employment for the purposes of employee-related administration, education and training, management and evaluation of employees, processing of your personnel file, processing your personal and sensitive personal data for the purposes of providing data to external suppliers who provide services to the Company in relation to company accounts, administration, education, training, management and evaluation of employees, and to administer your chosen benefits solely for the purpose of providing you those benefits. You further give your explicit consent that the Company any of your personal or sensitive personal data to any company in the same group

of companies as the Company around the world for the same purposes or in order that such data may be stored. It is essential that your personal records are accurate and kept up to date. It is your responsibility to notify the HR department of any changes.

TRANSFER:

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

NORMAL WORKING HOURS:

The normal working hours are subject to match the working hours of the client based out of India, Monday through Friday. It is mandatory to work for 9 hours/day inclusive of the lunch break. However, because of your job requirements, you shall work at such other times as may be reasonably required by the needs of the company, or the project you've been assigned to.

NON-SOLICITATION:

During the term of your employment with the Company and for a period of 12 months thereafter, in order to enable the Company to maintain a stable work force and to operate its business, you shall not, directly or indirectly, without the prior written consent of the Company

- i. solicit or induce any employee of the Company to leave the employment of the Company,
- ii. solicit business of the same or similar type being carried on by the Company from any person known by you to have purchased products or services from the Company within the last twelve months, if you had personal contact with such person while you were employed by the Company,
- iii. unlawfully interfere with the Company's relationship with any person, including any person who was an employee, contractor, supplier or customer of the Company, or
- iv. disparage the Company or any of its shareholders, directors, officers, employees or agents

RESPONSIBILITIES:

In view of your office work you must effectively perform to ensure results and you will be expected to work extra hours to achieve this whenever the job so requires.

RULES, REGULATION & CONFIDENTIALITY:

You shall at all times, devote your full attention and skill to the affairs of the Company and will endeavor to your utmost ability to promote and advance the interests of the Company.

Accordingly, you undertake that:

- You will under no circumstances make available your services to any undertaking, or have any interest directly or indirectly in any other undertaking or activity which might interfere
- with the proper performance of your duties without first obtaining the written permission of the Company.
- You will not at any time during the continuance or after the termination of your services with the Company irrespective of any reason for such termination, make use or disclose to any party either for your own benefit or for the benefit of any party (individual, firm, company, any trade or business), the affairs and confidential information of the Company or any of its related companies of which you have knowledge or become aware during the course of your service with the Company.
- You will obey and comply with all reasonable orders and instructions given to you by the Company or its authorized agents and observe all standing and other rules and/or regulations now in force or from time to time approved by the Company.

TRAVEL:

You shall be required to undertake domestic or international travel from time to time as needed based on your work. All the expenses related to the travel shall be borne by the company as per the Travel Policy.

CONFIDENTIAL INFORMATION:

You are expected to maintain utmost secrecy in regard to the affairs of the Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing, applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of WorkCog Management solutions or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients. Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

PROTECTION OF INTEREST:

If you conceive of / invent / discover / improve on any new or advanced or current methods of improving processes / formulate / systems in relation to the operation of the Company or its affiliates or customer, such developments, discoveries or inventions will be fully communicated to the Company and will be and remain the sole

PAST RECORD:

You are expected to furnish all your past record related your education, employment, health, family and any other with relevant proofs. If any declaration/ information given or furnished by you to the Company is found to be false or if you are found to have willfully suppressed any material information, the company may terminate your employment with immediate effect.

NOTICE PERIOD AND TERMINATION:

You will be required to give 'One (1) month or Two (2) weeks' notice depends on your manger approval, or salary thereof, in case you decide to leave, subject to the company's discretion. In the event of you having any incomplete assignment, the company will have the discretion to relieve you only at the end of the One (1) month or Two (2) weeks' notice period. Similarly, the company can terminate your services by giving Two (2) Week notice or salary. Notwithstanding the above, or in case of misconduct/negligence on your end. WorkCog Management Solutions Private Limited may terminate your employment with immediate effect by a notice in writing and without salary in lieu of notice.

For the purposes of this clause, the company shall have the sole right to decide what constitutes "misconduct".

Also, termination of your employment shall be subject to the satisfactory completion of all your existing duties, obligations, and projects, etc. You are required to return all the company property immediately upon termination, and WorkCog Management Solutions Private Limited shall be entitled to withhold any salary, emoluments, or other dues then or in future payables to you in case you have failed to return any of company property. Termination of this Agreement shall not affect those provisions thereof that by their nature are intended to survive such termination. This appointment letter is issued on the understanding that all the information given by you in the application.

Employee form, phone, interview, or data provided prior to and/or at the time of joining is true. If it is found at any time that the information given by you is not correct, true, or you have knowingly suppressed any information, the company will have the right to terminate your appointment with us any time without any compensation.

PROBATION PERIOD

You will serve a probationary period for one (1) month commencing from your date of joining. At the end of this probationary period, the appointment will be reviewed, and appropriate action will be taken to either confirm the services based on the assessment of performance by the competent authority or expressly extend probation period with a written intimation for a longer period not exceeding Six months.

During the probation period, the Competent Authority may terminate the appointment with immediate effect for any misbehavior or any breach. However, if the employee intends to leave, he/she will be required to give one month notice in writing or surrender one month salary in lieu of notice from his / her side.

JURISDICTION

Even though the Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be the courts of Hyderabad, Telangana only.

OTHER TERMS AND CONDITIONS

This employment is offered to you up on the understanding and is conditional upon

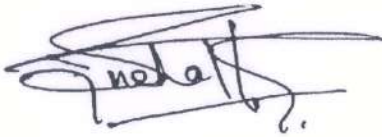
- the credentials, testimonials and particulars submitted by you with or in your application for employment being true, correct and accurate, and Satisfactory verification of your background by the Company in a manner as it deems fit. If at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed or the result of the background investigation and verification of documents/information is not satisfactory in the sole opinion of the Company, then notwithstanding your acceptance of this contract, this appointment will be considered ineffective and irregular and would be liable to be terminated by the Company forthwith without notice and without payment of any compensation whatsoever.
- This termination will not affect the rights and remedies that the Company may have under any laws, rules and regulations for the time being in force.
- Please signify your acceptance of this offer by returning a signed copy of the duplicate letter, along with a copy of your resignation letter to your current employer. Upon acceptance of this offer, you will also be required to execute the Employment and Confidentiality Agreement within which are included as a condition of employment the standard proprietary non-disclosure provisions.
- You will be required to claim all business-related expenses and settle all dues within 30 days of incurring the expenditure. Expense claims, which are received after 30 days from the date of incurring the expenditure, will be deemed to be unauthorized.

Also, any unsettled dues post the period would be deducted from the salary.

We sincerely hope you will find your career in WorkCog very challenging in terms of technology, personal development and appropriate compensation. We look forward to a long-term association and creating an environment, which will provide you a sense of well-being through out

Please return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offer herein, and read Annexure A as part this letter.

Welcome to the WorkCog family.
Truly Yours,
For **WorkCog Management Solutions (India) Pvt. Ltd.**



S Sneha Reddy
Human Resources Manager
Encl: Acceptance Copy

Please submit the following documents along with the acceptance of the offer letter:

1. Copy of your Educational Qualifications from High School onwards.
2. Copy of Experience Certificates from your Immediate Past & Previous Employers' in support of your experience.
3. Copy of Form-16, last 3 months pay slips, and Bank statement of salary account evidencing salary credits.
4. Relieving letter from the last worked employer prior to joining WorkCog Management Solution.
5. Copy of your Passport, PAN Card Driver's license and Four Passport Size Photographs.
6. On the day of joining you shall satisfy to give all the required information according to Joining Performa.
7. All the documents and employment references given by you in Joining Performa are subject to internal or external verification.

You will be required to sign a Non-Disclosure Agreement (NDA) as per the company rules. By your signature below, you represent and warrant to the Company that you: (i) are not subject to any employment, noncompetition or other similar agreement that would prevent or interfere with the Company's employment of you on the terms set forth herein; and (ii) have not brought and will not bring with you to the Company, any materials or documents of a former employer which are not generally available to the public or which did not belong to you prior to your employment with the Company, unless you have obtained written authorization from the former employer or other owner for their possession and use, and provided the Company with a copy thereof.

I, N Bhavani accept the offer on the stipulated terms and conditions and shall join WorkCog Management Solution (INDIA) PVT. LTD. on _____

Signature & Date _____

Annexure A

Compensation Break –Up:

Name	N Bhavani	
Designation	Recruiter	
Date of Joining	1 st July 2021	
Elements of Salary	Amount (Rs.)	
	Per Month	Per Annum
Basic Salary	5,000	60,000
House Rent Allowance	2,000	24,000
Conveyance Allowance	750	9,000
Medical Reimbursement	500	6,000
Other Allowance	1,150	13,800
Gross Salary	9,400	1, 12,800
Company Contribution of PF	600	7200
Cost to Company (CTC)	10,000	1,20,000
Rupees One Lakh Twenty Thousand Only		

NOTE:

1. Cost to the Company includes all statutory payments to be made by the employer & employee, viz. Provident Fund, etc.
2. Medical Reimbursement payment to be made on monthly basis.
3. All payments would be as per company's rules and regulations and administrative procedures.
4. Taxation will be governed by Income Tax rules. The company will be deducting income tax at source as per income tax guidelines.

Accepted

CYIENT

7

Date: 02-Dec-2021**Personal & Confidential****Bhanu sree Valaboju (C506444)****Offer of Apprenticeship**

Dear Bhanu sree Valaboju ,

At Cyient we strive to provide comprehensive solutions that help our clients achieve their operational and business goals.

To help Cyient meet its accelerated growth plan, we are delighted to offer you the position of **Trainee Apprentice** to join Cyient (referred to as Cyient or the Company) in this journey.

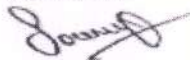
Duration of this assignment shall be for 12 months (twelve months) from the date of joining and is expected to extend or decrease, based on the company needs. You shall be intimated time to time on any changes in the assignment.

This offer is subject to your acceptance of the attached terms and conditions, please e-mail your acceptance of this offer of apprentice to initiate the on-boarding process.

Start date: On 03-Dec-2021**Place of Work:** Hyderabad, Uppal**Address:** SEZ Arena Town Center, Block No. 1, Plot No. 6, Survey No-1, IDA Uppal., Hyderabad- 500039, Telangana

We welcome you to the Cyient family and look forward to a mutually beneficial and purposeful association. Should you need any clarification, please contact Talent Acquisition SPOC Akshay Raj Pallemapati and Email - Akshayraj.pallemapati@cyient.com

For Cyient Ltd.

**Soumya Pola**
Senior Manager - HR**Annexures:**

- 1) Compensation Structure Details (if applicable)
- 2) Instructions for onboarding
- 3) Terms and conditions

Trainee Apprentice Signature

Page No. 1



Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

Date: August 20, 2021

Ref: LTI/HR/Campus/EN1/2020

Name: Pyatla srivani

College: Megha Institute Of Engineering And Technology For Women

OFFER OF EMPLOYMENT

Dear Pyatla srivani,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.3,52,637/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

In the event that the compensation package requires restructuring in order to comply with the proposed Code on Social Security, 2020, your compensation will be restructured in a manner that will be cost neutral for the Company.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the

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4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltininfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Director - Campus
Recruitment, Learning
& OD

I have read the letter and accept the same.



20/08/2021

Signature and Date



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Medchal Dist-501 301

ANNEXURE-1

Name	: Pyatla srivani	Date	: August 20, 2021
Salary Grade	: GE2		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		11,300	
A. Base Salary (PA)	315,600	26,300	
Annual Incentive	0		
B. Total Variable (PA)	0		
C. Total Target Cash (A+B)	315,600		
Provident Fund (PF)	21,600	1,800	
Gratuity	8,664	722	
Mediclaime Premium	6,773		
D. Retirals & Other Benefits	37,037		
Cost to Company (CTC) C+D	352,637		


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 Medchal Dist-501 301

Medical Insurance Premium

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Adhoc Allowance towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB)**.

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

- You are required to declare your options under BoB in the SSC Portal. The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.


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ANNEXURE-2

Off-Campus Eligibility Criteria for Engineering - Year 2020 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2020)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only</u> after the <u>completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	Aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	Provisional/Passing Certificate (of all courses) must state First Class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	<ul style="list-style-type: none"> • No active/live backlogs allowed at the time of the interview process. • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear • No Re-attempts/ATKTs/Backlogs/Arrears allowed in the <u>final semester</u> of any course
Nature of Course:	All Full Time courses Only
Year of Passing:	2020 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Background Verification:	Not been involved in any court proceedings and/or convicted for any offence
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Medical Certificate:	Submitting a Medical Certificate of Fitness (in the format prescribed by LTI) at the time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization


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Self Declaration :

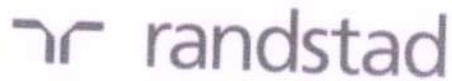
1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above for the hiring process.
2. I am aware that this selection process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
6. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature:*P. Jivani*

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Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Maj),
Meerut Dist-501 301

11:48 AM

82



OFFER OF EMPLOYMENT FOR A
FIXED TERM

Dear Ms. **Mogili Jhansi**

We welcome you to join our Organization
as " **Process Executive** " on following
terms and conditions:

- Your employment with **Randstad Technologies Private Limited** is effective from **14/06/2021** (tentative joining date). Your **CTC** per annum is **INR 250,008.00**.
- Your employment will be valid from **14/06/2021** , reviewing your performance, it will be extended further. This contract shall be



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Edulabad, Ghatkesar (Md)
Medchal Dist-501 301

OFFER LETTER

Ref. No. HRM/2021/Q1/ M Kruparani

Date: 1st July, 2021

Dear Kruparani,

Sub: Appointment letter for the position of a "Recruiter" in **WorkCog Management Solution India Pvt. Ltd.**

On behalf of **WorkCog Management Solution India Pvt. Ltd.** we are glad to offer you a position in our Company.

The following are terms and conditions of your employment:

You will be designated as a "Recruiter" in department US-Staffing

You will join us on **1st July, 2021**

Your Annual Cost to Company (CTC) will be **Rs. 1, 20,000 (Rupees One Lakhs twenty Thousand Only)**

Please refer to Annexure 'A' for Salary break-up details.

We expect our employees to work with a high standard of initiative, efficiency and economy. You will perform, observe and conform to such duties, direction and instruction that will be assigned or communicated to you from time to time, by the Company.

All information, communication and other data that would come to your knowledge during the course of your employment shall be in a strict fiduciary capacity. You shall hold the same in strict confidence without being detrimental to the interests of organization, with special reference to Company's finances, sales, profits and other proprietary and confidential information acquired by you during your employment.

CONFIRMATION:

You shall be on a probation for a period of One (1) month from the date of your joining the company and thereafter the probation period maybe either extended at the discretion of the management or may be dispensed with earlier. Unless confirmed in writing, you will be deemed to be on probation after the expiry of the initial or extended period of probation. The Company reserves its rights to terminate your services without any notice or wages in lieu thereof during the initial or extended period of probation.

WorkCog – Confidential

WorkCog Management Solution (India) Pvt. Ltd.

Plot No. 401, 4th Floor, D3T Building, Silicon Valley, Madhapur,
Telangana 500081 | Tel. : +91 9347 111 531

Megha
Principal Women
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Medchal),
Medchal Dist-501 301
Letter of Intent – M Kruparani

Collabera

Apprenticeship Letter

Date: 19-Jun-2021

Name: Erukulla Pravalika

Address: H.NO:2-76/1,Biranpalli(V),Hasanparthy(M), Warangal Urban(D),Telangana- 506006.

Dear Erukulla Pravalika,

We are pleased to confirm your acceptance as an Apprentice - Software Developer with our Company. Please report to the Human Resources Department 19-Jun-2021 with the appropriate documents and completed forms.

Your duties and assignments for this position will be those described to you in your orientation with Shashank Shekhar. In addition you shall perform such other duties as are customarily associated with such position and as its authorized representative may from time to time require. You shall devote your full business efforts and time to the Company and agree to perform your duties faithfully and to the best of your ability.

You should be aware that your Apprenticeship with the Company may be terminated at any time without notice in case of breach of policies/ agreement signed with the Company. In case you wish to leave the company after completion of training period i.e. 12 months, 60 days notice will be applicable.

You will be further required to sign Non-disclosure Agreement at the time of acceptance.

You will be compensated Rs 18,500 INR (Eighteen Thousand Five Hundred Rupees) per month and will be paid in accordance with the Company's normal payroll practices and be subject to the usual, required withholding.


While employed hereunder, you will not be entitled to participate in the employee benefit plans maintained by the Company, if any. You will not be eligible for paid leave and paid holidays unless approved by your supervisor.

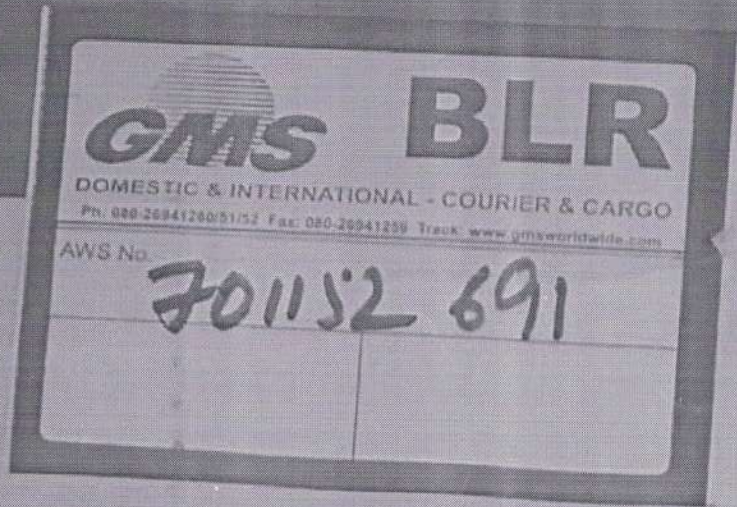
The Company will also reimburse you for reasonable and documented travel, entertainment or other expenses incurred by you in the furtherance of or in connection with the performance of your duties in accordance with the Company's expense reimbursement policy as in effect from time to time.

COLLABERA TECHNOLOGIES PVT. LTD.

(CIN: U74200GJ1998PTC035036)

Regd. office: Collabera House, 3rd Floor,
Gotri Sevasi Road, Gotri, Vadodara - 390021, India
+91-265-2302313 www.collabera.com


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301



To
Pravalika Erukulla/India/Contr/IBM
H No: 2-76/1 Bairanpalli (village)
Hasanparthi(Mandal) Warangal Urban(Dist),
Landmark:Siddhapoor Bank, Telangana - 506006
Contact Phone Number – 8686021946

From,
Vasantha Kumar / Krishna M N
IBM India Pvt Ltd
Subramanya Arcade
SA4 3rd Floor Tp Store
Bannerghatta main Road
Bangalore – 560029
Contact Number – 8861436446 / 7259494478

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Inbox 1,481

Starred

Snoozed

Sent

Drafts 43

More

Meet

Next meeting

Join a meeting

Hangouts

PRADYUMNA +

No recent chats
Start a new one

Good evening,

This is Nita from Collabera. Thanks for discussing this Fixed Term opportunity with IBM.

Please provide us your confirmation on below saying "Yes":

- I am agreeable to join as an employee in Collabera and work on Fixed Term Project with your client IBM in **Plan India**
- I also confirm that my "Official Notice Period/notice" and I can join with a "Immediate" short notice confirmation from your end.
- I also confirm **Payment of 30k in 15000** amount that the yearly suggested that I fear and mutually acceptable and as per my absolute satisfaction.
- I also confirm steps will be available for **Guided tour on 30th March 2021**.
- I also confirm that the particulars of information and facts stated in the attached resume are true, correct and complete to the best of my knowledge and belief.
- I also confirm that you have advised the regarding the Background check requirements of your client and I will facilitate a quick closure on the same post selection.

Basic Skills:

- Have to mandatory from CS/IT discipline with programming skills
- Candidates with basic programming skills in Java & web technologies to be considered.
- Candidates with very Good Communication Skills & Good Attitude is Mandatory to have

Work Tools:

- Laptop or Desktop with webcam (Camera is Mandatory) No Phone or Tablet
- Proper Internet connectivity
- Encourage to be helpful as communication should be recorded properly

Before training we have to do **Agreement/ bond** for 1 Year that state that after Completing the training you have to join the IBM project only through Collabera Technologies pvt Ltd.

Training Details

Training duration - 17 days (2021)

Virtual Training - 6000000

If virtual what are the hours resource need to attend? **24 days** (same period, No of hours they will confirm wherever)

During Training Period, **No Salary** or stipend will be given at time of Training you will get Training Certificate from Maniacal

Training location: Will be Virtual (Must have Laptop or Desktop with webcam) (Camera is Mandatory)

Thank you for your time.
Nita Hansral
Training Promoter
Collabera

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Usegnw
Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301



INDEX



Taruna Garg Jun 22

to HR, HR, bcc: me ✓



Hi,

Greetings From **Randstad Technologies**

We extend a very warm welcome to **Randstad Technologies**. We are delighted to have you as part of our organization.

The offer has been initiated through the Online portal, you must have received the **Randstad onboarding link**. We are **organizing** Induction/Orientation on 23rd June @ 10:30 AM, Please join the call to complete your onboarding process.

Below is the call detail:

Time: Jun 23, 2021 10:30 AM India

Join Zoom Meeting

<https://us06web.zoom.us/j/81117731035?pwd=K1dxaklUWHkwSkh4citYOWs3TTNxdz09>

Meeting ID: 811 1773 1035

Passcode: 909660

Principal
Megha Inst. of Eng. & Tech for Women
 Edulabao, Ghatkesar (Mdl),
 Medchal Dist-501 301 ✓

OFFER LETTER

Ref. No. HRM/2021/Q1/ E Sreeja

Date: 1st July, 2021

Dear Sreeja,

Sub: Appointment letter for the position of a "Recruiter" in **WorkCog Management Solution India Pvt. Ltd.**

On behalf of **WorkCog Management Solution India Pvt. Ltd.** we are glad to offer you a position in our Company.

The following are terms and conditions of your employment:

You will be designated as a "Recruiter" in department US-Staffing

You will join us on **1st July, 2021**

Your Annual Cost to Company (CTC) will be **Rs. 1, 20,000 (Rupees One Lakhs twenty Thousand Only)**

Please refer to Annexure 'A' for Salary break-up details.

We expect our employees to work with a high standard of initiative, efficiency and economy. You will perform, observe and conform to such duties, direction and instruction that will be assigned or communicated to you from time to time, by the Company.


All information, communication and other data that would come to your knowledge during the course of your employment shall be in a strict fiduciary capacity. You shall hold the same in strict confidence without being detrimental to the interests of organization, with special reference to Company's finances, sales, profits and other proprietary and confidential information acquired by you during your employment.

CONFIRMATION:

You shall be on a probation for a period of One (1) month from the date of your joining the company and thereafter the probation period maybe either extended at the discretion of the management or may be dispensed with earlier. Unless confirmed in writing, you will be deemed to be on probation after the expiry of the initial or extended period of probation. The Company reserves its rights to terminate your services without any notice or wages in lieu thereof during the initial or extended period of probation.

WorkCog – Confidential

WorkCog Management Solution (India) Pvt. Ltd.
Plot No. 401, 4th Floor, D3T Building, Silicon Valley, Madhapur,
Telangana 500081 | Tel. : +91 9347 111 531


Principal Letter of Intent – E Sreeja
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdi),
Medchal Dist-501 301

OFFER LETTER

Ref. No. HRM/2021/Q1/ N Bhavani

Date: 1st July, 2021

Dear Bhavani,

Sub: Appointment letter for the position of a “Recruiter” in **WorkCog Management Solution India Pvt. Ltd.**

On behalf of **WorkCog Management Solution India Pvt. Ltd.** we are glad to offer you a position in our Company.

The following are terms and conditions of your employment:

You will be designated as a “Recruiter” in department US-Staffing

You will join us on **1st July, 2021**

Your Annual Cost to Company (CTC) will be **Rs. 1, 20,000 (Rupees One Lakhs twenty Thousand Only)**

Please refer to Annexure ‘A’ for Salary break-up details.

We expect our employees to work with a high standard of initiative, efficiency and economy. You will perform, observe and conform to such duties, direction and instruction that will be assigned or communicated to you from time to time, by the Company.


All information, communication and other data that would come to your knowledge during the course of your employment shall be in a strict fiduciary capacity. You shall hold the same in strict confidence without being detrimental to the interests of organization, with special reference to Company’s finances, sales, profits and other proprietary and confidential information acquired by you during your employment.

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WorkCog – Confidential

WorkCog Management Solution (India) Pvt. Ltd.
Plot No. 401, 4th Floor, D3T Building, Silicon Valley, Madhapur,
Telangana 500081 | Tel. : +91 9347 111 531


Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: B SANJANA SINGH,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as DESKTOP SUPPORT / IT CO-ORDINATOR Position in our Company. Your Emoluments fixed would be Rs.1,60,000/- PA To 2,40,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

Your Working location will be at Our Clients or our Partner's Clients in Entire south india location. You are hereby requested to report on or before 01st AUG 2020.

We would require you to submit the following documents and information to Human Resources at the Time of Joining.

1. All Certificates & Marks Card starting from 10th, Pre-Degree, Graduation, and Post-Graduation (T&C) Apply.
2. Experience / Relieving Letters from the first Employment till date.
3. Recent pay slips with authorized signatory from the last employer.
4. Photocopies of your Address & Identity proof.
5. Engineer should have to carry his/her own laptop.

Note- Company will never encourage any commercial payments for Training or for placements , Except Document verification .

FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



A handwritten signature in green ink, appearing to be 'Umesh'.

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdi),
Medchal Dist-501 301

SHELL PRO Technologies

Pyramid House, 1st Floor
Beside Modern Mart, Eluru Road
Machavaram, VIJAYAWADA, A.P. - 520 004.
email: info@shellprotechnologies.com
Mobile: 7989814011

DATE- FEB 01, 2020

NAME: SRINITHYA T,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as Jr SOFTWARE DEVELOPER Position in our Company. Your Emoluments fixed would be Rs.1,40,000/- PA To 2,00,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS




Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Dist),
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: P YADA LAKSHMI,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as Jr SOFTWARE DEVELOPER Position in our Company. Your Emoluments fixed would be Rs.1,40,000/- PA To 2,00,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS




Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdj),
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: G MANJU,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as DESKTOP SUPPORT / IT CO-ORDINATOR Position in our Company. Your Emoluments fixed would be Rs.1,60,000/- PA To 2,40,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



A handwritten signature in green ink, appearing to be 'U. Manjunath', written over a faint background.

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar
Medchal Dist-501 001

DATE- FEB 01, 2020

NAME: K ANJALI,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as Jr SOFTWARE DEVELOPER Position in our Company. Your Emoluments fixed would be Rs.1,40,000/- PA To 2,00,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



Use on

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.C.)
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: M YASHASHWINI,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as DESIGN ENGINEER Position in our Company. Your Emoluments fixed would be Rs.1,20,000/- PA To 2,00,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (MdI).
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: V BHUVANESWARI,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as Jr SOFTWARE DEVELOPER Position in our Company. Your Emoluments fixed would be Rs.1,40,000/- PA To 2,00,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Mdl),
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: B ASLESHA,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as DESKTOP SUPPORT / IT CO-ORDINATOR Position in our Company. Your Emoluments fixed would be Rs.1,60,000/- PA To 2,40,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



Useema

Principal
Megha Inst. of Engg. & Tech for Wn
Edulabad, Ghatkesar (Mdi),
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: A DRAKSHITHA,

WELCOME TO SPT

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



A handwritten signature in green ink, appearing to be 'U. S. S.', written over a horizontal line.

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkésar (MdP),
Medchal Dist-501 301

SHELL PRO Technologies

Pyramid House, 1st Floor
Beside Modern Mart, Eluru Road
Machavaram, VIJAYAWADA, A.P.- 520 004.
email: info@shellprotechnologies.com
Mobile: 7989814011

DATE- FEB 01, 2020

NAME: A SHILPA,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as DESIGN ENGINEER Position in our Company. Your Emoluments fixed would be Rs.1,20,000/- PA To 2,00,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS

Principal
Megha Inst. of Engg. & Tech for
Edulabad, Ghatkesar (M.S.)
Medchal Dist-501 301

DATE- FEB 01, 2020

NAME: ANKEETHA JHA,

WELCOME TO SPT

We refer to the discussions you had with us for an opening in our Company. We are pleased to offer you as DESKTOP SUPPORT / IT CO-ORDINATOR Position in our Company. Your Emoluments fixed would be Rs.1,60,000/- PA To 2,40,000 Total Cost to Company (Approx.) After Completing your Training Period of Working 45 Days and after clearing a final screening Test.

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FOR SHELL PRO TECHNOLOGIES
HR MANAGER OPERATIONS



Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301

**RMSI PRIVATE LIMITED – (SEZ Unit)**

Survey No. 115, (Part) Wave Rock, TSOE II, IES 192
Ground Floor, South Tower – Bar Building
Nanakramguda Village, Serilingampally Mandal
Hyderabad 500 008, TELANGANA, INDIA
Tel: +91 9200937420
Fax: +91 90 46372119
info@rmsi.com
www.rmsi.com
GST No: 36AACR0260C125

1st January 2022

Ms. Bolli Basamma (SZ6723)
Hno2-50/3, Nyalkal,
Sangareddy District,
Telangana - 502256

Dear Ms. Basamma,

Further to our letter dated **22nd November 2021** we pleased to inform you that we are offering you a confirmed appointment with effect from **1st January 2022** on the following terms & conditions.

1. TITLE, PLACE OF WORK & REMUNERATION

Title	:	Engineer (GIS)
Location	:	Hyderabad
Basic Salary	:	Rs. 10350 /- p.m.
HRA	:	Rs. 1594 /- p.m.
Statutory Bonus	:	Rs. 1400 /- p.m.

The Company's contribution to Provident Fund & ESI (wherever applicable) will be additional. Your contribution to Provident Fund & ESI (wherever applicable) will be deducted from your salary.

2. LEAVE

The leave year is the calendar year. In each complete year worked, you will be entitled to thirty-two (32) days leave. The entitlement to leave will accrue at the rate of 2.67 days per month worked

All leave must be taken at times agreed with the Company in advance and the Company reserves the right to direct when the leave must be taken.

3. TRANSFER

Your services are liable to be transferred to any other offices in India & abroad in the larger interests of the Company

4. INCOME TAX

Income tax, if applicable, will be deducted from your monthly pay as per government regulations, at the rate applicable. You are required to submit a statement of all income earned by you during the period from April 2021 to date, as well as proof of tax savings for the year. Please note that the Company will not be liable for any misrepresentation in your declaration of your income during the period prior to your joining the Company. You will be held entirely responsible in case you have concealed any income for the period prior to joining this Company.

REGISTERED OFFICE : 50/9, 1st Floor, Tolstoy Lane, Janpath, New Delhi, Delhi – 110001, India

CORPORATE OFFICE : A-8 Sector-16, Noida 201 301, India

BRANCH OFFICES : Vega, The V, 11th Floor, Right Wing, Plot No.17, Software Units Layout, Madhapur, Hyderabad – 500081, India

: 1105, Doan Express Business Park, Opp. Transport Nagar, Saharanpur Road, Subhash Nagar, Dehradun-248 008

CIN : U74899DL1992PTC047149

B. Basamma
Principal
Megha Inst. of Engg. & Tech for Women
Eduulabad, Ghatkesar (MDL),
Medchal Dist-501 301



APPOINTMENT LETTER

28 March, 2022

Dear **Kandle Krishnaveni**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

1. Place of Employment and Timing:


1. Your initial place of work will be at IN-TG-Hyderabad. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs63200**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.D.)
Medchal Dist-501 301



Vitech Systems Asia Private Limited (Unit-3)
Unit 701, 7th Floor, Building 12D, Sundew Properties Limited – SEZ at Madhapur
MindSPACE Cyberabad, S. No. 64 (part), TSIIIC Software Layout
Hyderabad, Telangana – 500 081

12th May 2021

Ms. Shagamreddy Laxmiprasanna,
Sree Matha Prasanna Medicals,
Near Bus stop, Amaravaram (V),
Huzurnagar (M), Telangana- 508204.

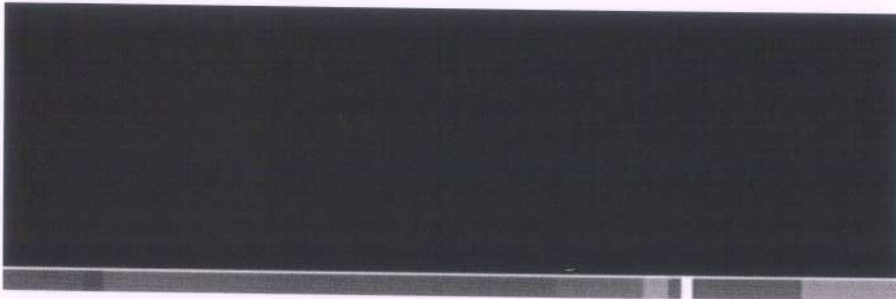
Sub: Employment Agreement

Dear **Prasanna,**

We are glad to offer you an appointment with Vitech Systems Asia Private Limited as a **“Trainee”** effective **12th May 2021** under the following terms and conditions:

1. Your initial place of work will be at Hyderabad. However, your services are transferable, and you may be assigned, after reasonable notice and mutual consultation, to any location in India or abroad where Vitech Systems Asia Private Limited or Vitech Systems Group conducts business.
2. Your Annual CTC (Cost to the company) will be **Rs. 2,85,800/-** (Rupees Two Lakhs Eighty-Five Thousand Eight Hundred only). The break-up of your CTC is detailed in Annexure-1.
3. The company will be working 7 days a week, 24 hours a day. You will be expected to attend the office –except while traveling on business- during normal working hours, with one hour for lunch, and to work such other hours as may reasonably be required to complete your business duties. In view of our multiple business locations across the world and based on business requirements, employees may be required to work at different timings prescribed by the company from time to time.
4. Employee agrees to subject his existing skills and ability to perform, to be evaluated by the Company from the date of joining and up on such evaluation, if the Company at its sole discretion intends that the Employee should undergo training to enhance his/her skills and capabilities, then Employee agrees to sign and execute a training agreement and Bond for such period as may be determined by the Company
5. Please note that as a part of our internal resource allocation process, you are assigned to Unit-3, Bldg. No. 12D, 7th office floor, Unit 701, M/s Sundew Properties Limited ,IT/ITES SEZ at Madhapur Village, MindSPACE Cyberabad, S. No. 64 (part), TSIIIC Software Layout, Hi Tech City, Madhapur, Hyderabad – 500081.

DS
PP



Date:08-Mar-2022

To

Srilekha Kulkarni
INDIA

Dear Srilekha Kulkarni,

Sub: Offer of Training and Employment

- 1. This has reference to the selection process for employment opportunity at Mindtree.
- 2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an **ENGINEER** in the salary grade **CI** subject to the following terms and conditions.
 - 2.1. a) You should have completed/ complete the Degree which you pursued/ are now pursuing, without any backlog (subjects where you have not obtained the passing marks) at the time of joining.
 - b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$
 - c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.
- 2.2. Mindtree has training centers in Bangalore, Hyderabad, Chennai, Pune, Noida and Kolkata. Based on the preference expressed by you during the selection process, you shall initially undergo training at Mindtree training center in Hyderabad (Orchard Learning Programme), which helps you to transition to the corporate world of technology solutions. The details of the programme and the specific address of the training location in Hyderabad will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs prior to or during your training period.

Srilekha

Mindtree Ltd	T	+91 90 6706 4000	Candidate No. TN 800108422
RVCE Post, Mysore Road	F	+91 90 6706 4000	
Bangalore 560 006	W	www.mindtree.com	1



- 2.3. Your onboarding date would be shared with you based on your participation and achieving required milestones as per the pre- orchard learning program calendar which will be shared by you upon acceptance of this offer.
- 2.4. The period of Orchard Learning Programme is for 90 days and on successful completion of the programme, you shall be deployed at a location as per the business requirement of Mindtree. However, the exact duration and nature (either virtual or in-person) of the training program may vary based on the track and specific requirements. Exact duration and nature of the training shall be communicated upon joining and allocation into a technology track.
- 2.5. The other terms and conditions of your appointment at Mindtree is in Annexure - A. Besides, you

Aseem
Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Dist. Medak)
Medchal Dist-501 301



Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,
Navi Mumbai 400708, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Superset ID: 3053765

Letter of Intent ("LOI")

Dear Ravalika Puppala,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

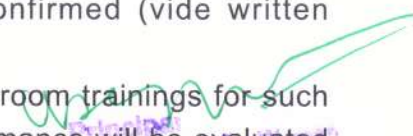
In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.D.),
Mumbai Dist-401 301

To,

Date : 26/10/2021.

Dear *B. Shavya,*

We are pleased to offer you employment at **Ladder Step Human Consulting Pvt. Ltd.** and we opine your skills and background will be valuable assets to our team per our discussion, the position is **TRAINEE - RECRUITER**, your starting date will be 27/10/2021.

We are confident, you will find this new opportunity both challenging and rewarding.

Salary: Your total salary shall be Rs. 10,000/- per month.

Probation: You will be on probation for a period of 3 months. Your confirmation will be based on your performance. The details, you can discuss with your immediate supervisor.

If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us, either in person or through mail.

We look forward to welcoming you as a new employee at **Ladder Consulting.**

Wish you all the best.

Venu Gorthi

Managing Director

Signature: *Venu Gorthi*
Date: 27/10/21

Venu Gorthi
Principal
Megha Inst. of Edgg. & Tech for Women
EduLabad, Ghatkesar (Midi),
Maitchal Dist-501 301.



09-Jul-2021

C5184762

JYOTHIRMAI LINGALA
Hyderabad, 1 Boduppal, Siddhi Vinayaka nagar colony 500092
Management Level - 13
Sublevel - 3

Job Profile - Business Operations New Associate
Job Family Group - Program, Project & Service Mgmt
Business Deal - Non Contact Center

Dear JYOTHIRMAI,

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company' or 'Accenture') in our Accenture Operations Delivery Center, Hyderabad, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program in our Accenture Operations Delivery Centers in India to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 'Documentation'.

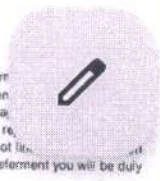
Version 5.3 June 2020

Candidate's Signature

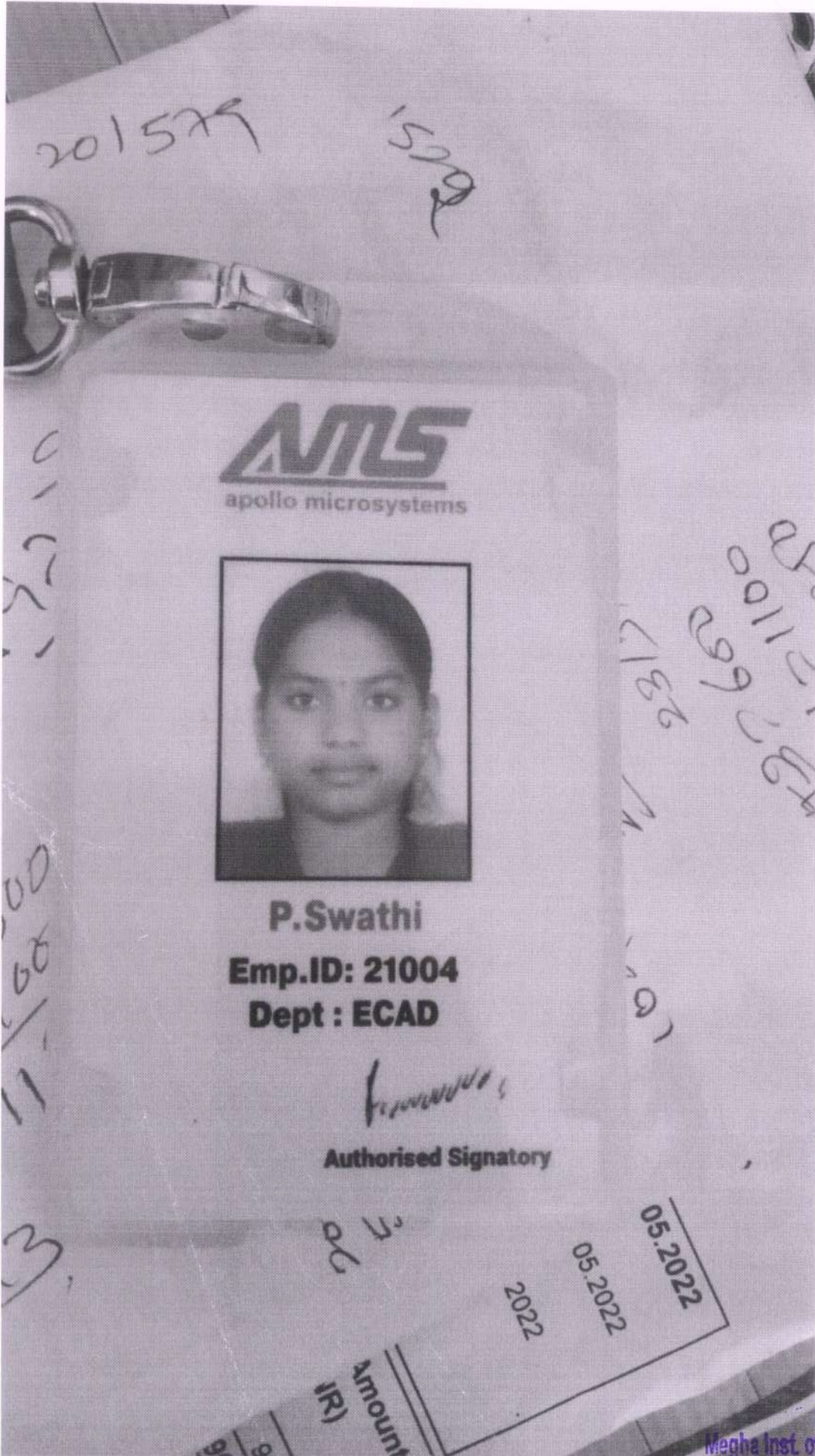
Reference Id: c4038a55-4e54-4e8f-baf7-452181a49669_2
Signed By: Jal Rumi Master

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/communicated by the Company from time to time or any alterations/amendments as per the discretion of the Company. These documents include, but are not limited to, your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s as per the manner and within the specified time shall result in termination of employment.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents by the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date, if we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been revised, otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to, circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.



Megha
Principal
Megha Inst. of Engg. & Tech for Women
EduLabad, Ghatkesar (MdI),
Medchal Dist-501 301



[Signature]
Principa
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.S.)
Medchal Dist-501 501

4G 5:59 19.3 KB/s

Vo) 4G LTE 55

← AppointmentLe...



Date: March 15, 2021

Emp Temp Code: 4011335232

Gudise Srilekha

Sreevenkateshwara Hostel Sr Nagar Rd 3 Near Axis Bank Hyderabad,
Telangana - 500018, India

Contact No: +918106192475

Letter of Appointment

Dear Gudise,

With reference to the interviews you have had with us in the recent past, we are pleased to make you an Offer of Employment in our Company. Your Grade will be **Grade I** and you will be designated as Analyst. You are required to report to the Client's office at **Hyderabad** on **March 15, 2021** ("Joining Date") at **9:30 AM**.

Your employment will be as per the following terms and conditions:

1. Your remuneration is detailed in the enclosed **Annexure I**. All tax liabilities arising out of your entire compensation package, present or future, shall be borne by you.
2. Your duties and responsibilities will be as assigned by your immediate manager or other superior officer of the Company and the same will also include the jobs assigned by the Management from time to time.
3. The Company's business operates on a **24x7** basis and you may therefore be required to work in shifts including periodic night shifts. Work exigencies and your profile may require you to extend your work-timings in accordance with the *Working Hour & Attendance Policy*. By accepting and signing this letter you affirm your willingness to abide by this requirement.
4. While your initial place of posting will be at 's office at **Hyderabad**, you are liable to be transferred to any department/office anywhere in India/Overseas, or a company/entity formed by the promoters or transferred/assigned responsibility in any associate company or be recalled to your original location. Accordingly, your working hours/shift timings could be changed periodically depending on the work/process requirements. All such transfers shall be governed by the *Transfer Policy* of the company. In the event of you being deputed overseas for training and operations you will be require to and shall sign all required documentation as per the rules, regulation and policies of the Company.
5. Your appointment will be on probation for a period of **six months** from the date of your joining the Company or for an extended period of time ("Probation Period") if found necessary. Your employment with the Company will be confirmed on the expiry of your Probation Period unless you are specifically advised otherwise in writing.
6. Your appointment shall continue, during your Probation Period or thereafter upon confirmation, unless your employment is discontinued by the Company, by providing not less than **30 Days** ("Notice Period") prior written notice. In the event you decide to leave the employment of the Company, you will be required to provide **30 Days** prior written notice to the Company, and the Company may at its sole discretion relieve you of your duties anytime during the notice period. You will be paid salary up to the last working day.

The Company at its discretion, during probation or on confirmation of your services thereof, without assigning any reason, can discontinue your employment on payment in lieu of Notice Period. Such payment will be calculated pro rate on the basis of your current Gross Fixed salary (subject to tax).



In case of violation of any policies, procedures or rules of the Company or any other act of misconduct including but not limited to improper behavior, theft or fraud, your services are liable to be discontinued without Notice Period or without payment in lieu of Notice Period.

7. You agree that this employment is conditional upon you successfully clearing the training as required. In the event of your in-ability to clear the training, the Company may relieve you of your duties with immediate effect without Notice Period or without payment in lieu of Notice Period.
8. You are employed as a permanent employee of the Company and are therefore not permitted to undertake any other employment or engage in any commercial activities, outside the Company, either honorary or otherwise, without prior written approval of the Company.
9. You are required to maintain the highest order of discipline and secrecy about the work of the Company and/or its subsidiaries or associate companies and in case of any breach of trust/discipline, your services may be discontinued by the Company with immediate effect without notice period or without payment in lieu of notice period.

You are required to always maintain the highest standard of confidentiality towards Company information which includes but not limited to documents, files, records, customer details, project plans, strategies, developments, execution process, contracts, billing information, quality metrics, financial information, the Company etc. relating to business of the Company, which is proprietary to the Company or clients and other information relating to the business of the Company which may be known, confided to you ("Confidential Information"). You will not divulge or use such Confidential information other than to fulfill your duties as an employee of the Company and while ensuring the best in the Company. Under no circumstances will you disseminate information regarding the affairs, matters of the company or information regarding its customers without proper authorization and written approval. All information that comes to your knowledge by reasons of your employment, Company is deemed to be Confidential Information. Upon ceasing to be an employee of the Company, you shall immediately return any records, documents and other information of the Company which are in your possession and shall not retain or transmit any copies (electronic or otherwise) of the same. You will be


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

Date: 24-May-2022

Personal & Confidential

Nandini B (C649527)

Offer of Apprenticeship

Dear Nandini B ,

At Cyient we strive to provide comprehensive solutions that help our clients achieve their operational and business goals.

To help Cyient meet its accelerated growth plan, we are delighted to offer you the position of **Trainee Apprentice** to join Cyient (referred to as Cyient or the Company) in this journey.

Duration of this assignment shall be for 12 months (twelve months) from the date of joining and is expected to extend or decrease, based on the company needs. You shall be intimated time to time on any changes in the assignment.

This offer is subject to your acceptance of the attached terms and conditions, please e-mail your acceptance of this offer of apprentice to initiate the on-boarding process.


Start date: On 30-May-2022

Place of Work: Hyderabad, Uppal

Address: SEZ Arena Town Center, Block No. 1, Plot No. 6, Survey No-1, IDA Uppal,, Hyderabad- 500039, Telangana

We welcome you to the Cyient family and look forward to a mutually beneficial and purposeful association. Should you need any clarification, please contact Talent Acquisition SPOC Akshay Raj Pallemapati and Email - akshayraj.pallemapati@cyient.com

For Cyient Ltd.




Soumya Pola
Senior Manager - HR

Annexures:

- 1) Compensation Structure Details (if applicable)
- 2) Instructions for onboarding
- 3) Terms and conditions

Trainee Apprentice Signature



Principals
Megha Inst. of Engg. & Tech for Women
Eduilabad, Ghatkesar (Mdi),
Medchal Dist-501 301



Offer: Computer Consultancy
Ref: TCSL/DT20218968325/Chennai
Date: 11/12/2021

Ms. Rojarani Erugurata
Ug 852Dharama Reddy Colony,
Post Office Lane,
Hyderabad-500072,
Telangana.
Tel# -7995372745

Dear Rojarani Erugurata,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20218968325

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
415-21 J.A. Bhanu Rao Nagar, Hyderabad, Old Madhapur, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6018 2227 Fax: 91 44 6018 2355 Website: www.tcs.com
Registered Office at Noida Building: 9th Floor, Naraina Place, Mumbai 400 021
TCS Career Services: 1-800-208-1111 Email: careers@tcs.com



(Signature)
Principal
Megha Inst. of Engg. & Tech for W-
Edulabad, Ghatkesar (R)
Machal Dist-501 30

August 2nd,2021

Arravelly Sai Harshitha,
H No 5-146, Railway Station Road,
Kothur, Mahbubnagar,
In 509228.

Dear sai harshitha,

LETTER OF APPOINTMENT

With reference to your application and subsequent discussions and interviews, we are pleased to offer an employment in the services of the company, on following terms and conditions defined herein.

1. This appointment takes effect from your DOJ which shall not be later than **AUGUST 3RD,2021** Your posting will be at **HYDERABAD**. You will be designated as **OFFICER** in the **IT** department.

However, during employment with the company you may be posted/ transferred/deputed to any of the company offices/ project/ divisions/departments/units /subsidiaries/any of the group company/associate /affiliates either existing or to be setup anywhere in India or abroad without any additional remuneration.

2. The remuneration package on an all inclusive cost to company basis with components thereof is provided in Annexure I to this letter. The same shall be subject to income tax and other taxes as per the prevalent income tax and other tax laws.

You will be governed at all times by the policies, procedures, rules of the company, related to the salary, allowances, benefits and perquisites which are specified in this appointment letter (Including Annexure). Further the company at its sole discretion may modify or change such allowances, benefits and perquisites from time to time which according to the policies.

3. You will be on probation for six months and your confirmation will be subject to your performance and review conducted on completion of your probation period.

4. While you are in the employment of the Company, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, into 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 the Company and to promote the interests of the Company.

a. During the course of your association / employment with INDITRADE, you may have access

Principal
Megha Inst. of Engg. & Tech
Gandhinagar, Ghatkoppa
Mumbai 400 074

Date: 28-Jul-2021

Personal & Confidential

Akshitha Bingi (C438133)

Offer of Apprenticeship

Dear Akshitha Bingi ,

At Cyient we strive to provide comprehensive solutions that help our clients achieve their operational and business goals.

To help Cyient meet its accelerated growth plan, we are delighted to offer you the position of **Trainee Apprentice** to join Cyient (referred to as Cyient or the Company) in this journey.

Duration of this assignment shall be for 12 months (twelve months) from the date of joining and is expected to extend or decrease, based on the company needs. You shall be intimated time to time on any changes in the assignment.

This offer is subject to your acceptance of the attached terms and conditions, please e-mail your acceptance of this offer of apprentice to initiate the on-boarding process.

You are required to enrol in <https://apprenticeshipindia.org/> on or before the date of joining.

Start date: On or before 28-Jul-2021

Place of Work: Hyderabad, Madhapur

Address: Plot No.11, Software Units Layout
Infocity, Madhapur
Hyderabad- 500081
Telangana

We welcome you to the Cyient family and look forward to a mutually beneficial and purposeful association. Should you need any clarification, please contact Talent Acquisition SPOC Akshay Raj Pallemapati and Email - Akshayraj.Pallemapati@cyient.com

For Cyient Ltd.



Keerthi Rannore
General Manager - HR

Annexures:

- 1) Compensation Structure Details (if applicable)
- 2) Instructions for onboarding
- 3) Terms and conditions

Trainee Apprentice Signature



Principal
Megha Inst of Engg. & Tech for Women
Edulabad, Ghatkesar (MdI),
Medchal Dist-501 301

Page No. 1



OFFER LETTER

Date: 17-11-2018,

Dear *B. Soundarya*

Position: Trainee Service Engineer.

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Technician/ Trainee Service Engineer**. You are requested to report at the below address on or before **03rd June 2019** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.8500/- to Rs.12000/-** per month.


- Please note that you need to carry the below mentioned documents at the time of reporting.
- Mark sheets of Academic Certificates (1 set of photocopy).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address:

Tata Strive, Tata Motors
Jasper industries Pvt. Ltd.
Near Raja Sree School,
Peddamberpet
Hayath Nagar, Hyderabad - 5010505

Contact Person: Mr. V. Vijay Kumar, Center Head
Cell - 9985775353 & 7893514605.


Authorized Signatory


Principles
Megha Inst. of Engg. & Tech for
Edulabad, Ghatkesar
Medchal Dist-5013



OFFER LETTER

Date: 17-11-2018,

Dear P. Divya

Position: Trainee Service Engineer.

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Technician/ Trainee Service Engineer**. You are requested to report at the below address on or before **03rd June 2019** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.8500/- to Rs.12000/-** per month.

- Please note that you need to carry the below mentioned documents at the time of reporting.
- Mark sheets of Academic Certificates (1 set of photocopy).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address:

Tata Strive, Tata Motors
Jasper industries Pvt. Ltd.
Near Raja Sree School,
Peddamberpet
Hayath Nagar, Hyderabad - 5010505

Contact Person: Mr. V. Vijay Kumar, Center Head
Cell - 9985775353 & 7893514605.

Authorized Signatory

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301



OFFER LETTER

Date: 17-11-2018,

Dear *G. Shrawya*

Position: Trainee Service Engineer.

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Technician/ Trainee Service Engineer**. You are requested to report at the below address on or before **03rd June 2019** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.8500/- to Rs.12000/-** per month.

- Please note that you need to carry the below mentioned documents at the time of reporting.
- Mark sheets of Academic Certificates (1 set of photocopy).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address:

Tata Strive, Tata Motors
Jasper industries Pvt. Ltd.
Near Raja Sree School,
Peddamberpet
Hayath Nagar, Hyderabad - 5010505

Contact Person: Mr. V. Vijay Kumar, Center Head
Cell - 9985775353 & 7893514605.

Authorized Signatory

Principal
Megha Inst. of Engrg. & Tech for W
Edu. Hub, Ghatakpur (Muz.)
Medchal Dist-501 301



OFFER LETTER

Date: 17-11-2018,

Dear *R. Sai Likitha*

Position: Trainee Service Engineer.

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Technician/ Trainee Service Engineer**. You are requested to report at the below address on or before **03rd June 2019** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.8500/- to Rs.12000/-** per month.

- Please note that you need to carry the below mentioned documents at the time of reporting.
- Mark sheets of Academic Certificates (1 set of photocopy).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address:

Tata Strive, Tata Motors
Jasper industries Pvt. Ltd.
Near Raja Sree School,
Peddamberpet
Hayath Nagar, Hyderabad - 5010505

Contact Person: Mr. V. Vijay Kumar, Center Head
Cell - 9985775353 & 7893514605.

Authorized Signator

Principal
Megha Inst. of Engg. & Tech.
Edulabad, Ghatkesar
Medinal Dist - 501050

Ref No: 16522962
03-May-2021



Kampally Preethi

Dear **Kampally**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"). Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 180,003**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **17-May-2021**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,
For **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"),

Suresh Bethavandu
Global Head-Talent Acquisition

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md).
Medchal Dist-501 301

Date: 06-Jan-2021

Personal & Confidential

Oraganti Ganga (C328902)

Offer of Apprenticeship

Dear Oraganti Ganga ,

At Cyient we strive to provide comprehensive solutions that help our clients achieve their operational and business goals.

To help Cyient meet its accelerated growth plan, we are delighted to offer you the position of **Trainee Apprentice** to join Cyient (referred to as Cyient or the Company) in this journey.

Duration of this assignment shall be for 12 months (twelve months) from the date of joining and is expected to extend or decrease, based on the company needs. You shall be intimated time to time on any changes in the assignment.

This offer is subject to your acceptance of the attached terms and conditions, please e-mail your acceptance of this offer of apprentice to initiate the on-boarding process.

You are required to enrol in <https://apprenticeshipindia.org/> on or before the date of joining.

Start date: On or before 07-Jan-2021

Place of Work: Hyderabad, Uppal

Address: SEZ Arena Town Center, Block No. 1, Plot No. 6, Survey No-1, IDA Uppal,, Hyderabad- 500039, Telangana

We welcome you to the Cyient family and look forward to a mutually beneficial and purposeful association. Should you need any clarification, please contact Talent Acquisition SPOC Nishanth Mankali and Email - Nishanth.Mankali@cyient.com

For Cyient Ltd.



SAMIT SHIVGOUDA PATIL

Senior Director - L&D

Annexures:

- 1) Compensation Structure Details (if applicable)
- 2) Instructions for onboarding
- 3) Terms and conditions

Trainee Apprentice Signature



Principal
Megha Inst. of Engg. & Tech for Women
Edufabed, Ghatkesar (M.D.)
Medchal Dist-501 301

20th March, 2020

CA320HR986

Offer Letter

Ms. BANDI PUSHPALATHA

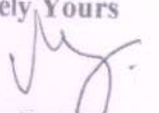
Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

1. Designation : Jr. Software Engineer
2. Place of Posting : Hyderabad.
3. Date of joining : 20th April, 2020
4. Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
5. Compensation : You shall be entitled to a salary of Rs. **2,40,000/-** (Two lakh Forty thousand rupees Per annum).
6. Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of this information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

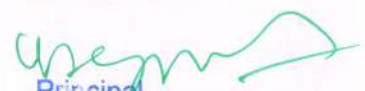
Sincerely Yours

I hereby Accept the above offer


Vikram Reddy
(HR Manager)



BANDI PUSHPALATHA


Principal
Megha Inst. of Engg. & Tech. for Women
Enjalabad (V), Ghatkesar (M),
Medchal Dist, T.S-501 301.

20th March, 2020

CA320HR987

Offer Letter

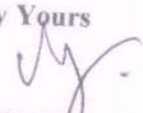
Ms. CHATTU ALEKYA

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

1. Designation : Jr. Software Engineer
2. Place of Posting : Hyderabad.
3. Date of joining : 20th April, 2020
4. Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
5. Compensation : You shall be entitled to a salary of Rs. **2,40,000/-** (Two lakh Forty thousand rupees Per annum).
6. Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of this information will result withdrawal of your letter of offer.

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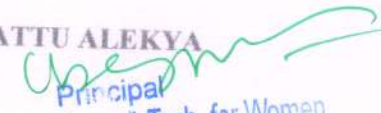
Sincerely Yours


Vikram Reddy
(HR Manager)



I hereby Accept the above offer

CHATTU ALEKYA


Principal
Megha Inst. of Enngg. & Tech. for Women
Hyderabad (V), Ghatkesar (M),
Medchal Dist, T.S-501 301.



20th March, 2020

CA320HR988

Offer Letter

Ms. D JEMINI

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

1. Designation : Jr. Software Engineer
2. Place of Posting : Hyderabad.
3. Date of joining : 20th April, 2020
4. Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
5. Compensation : You shall be entitled to a salary of Rs. **2,40,000/-** (Two lakh Forty thousand rupees Per annum).
6. Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of this information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

Vikram Reddy
(HR Manager)



I hereby Accept the above offer

D JEMINI

Principal
Megha Inst. of Engg. & Tech. for Women
Enclave (V), Ghatkesar (M),
Medchal Dist, T.S-501 301.



20th March, 2020

CA320HR989

Offer Letter

Ms. DARNAM SADHIKA

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

- Designation : Jr. Software Engineer
- Place of Posting : Hyderabad.
- Date of joining : 20th April, 2020
- Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter.

Our HR Team let you know the final status of your check once it is completed.

- Compensation : You shall be entitled to a salary of Rs. **2,40,000/-**
(Two lakh Forty thousand rupees Per annum).
- Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of this information will result withdrawal of your letter of offer.

A detailed appointment letter will be issued to you soon after you joined the company. As informed earlier during the pre-placement session, you are required to sign a service agreement with **Cyberaegis IT Solutions Pvt. Ltd** on the day of joining & submitted to **Cyberaegis IT Solutions Pvt. Ltd**. This offer is only valid subject to the fulfillment of all the below listed conditions, you should not have any outstanding or arrears in your academics as on the date of joining. The company reserves right to terminate your services with immediate effect, if any the above conditions are violated. We request you to submit your original certificates on the date of joining. We look forward to having you on board with our Team.

Sincerely Yours

Vikram Reddy

(HR Manager)



I hereby Accept the above offer

DARNAM SADHIKA

Principal

Megha Inst. of Engg. & Tech. for Women

Hyderabad (M), Ghatkesar (M)



20th March, 2020

CA320HR985

Offer Letter

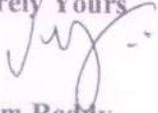
Ms. AKULA SWETHA

Refer to your interview with our company, we are pleased to offer of employment with us and this letter sets forth the terms of appointment.

1. Designation : Jr. Software Engineer
2. Place of Posting : Hyderabad.
3. Date of joining : 20th April, 2020
4. Background Checks : Your appointment is subject to background check clearance in all aspects, any Discrepancies in the background check will lead to withdrawal of the offer letter. Our HR Team let you know the final status of your check once it is completed.
5. Compensation : You shall be entitled to a salary of Rs. **2,40,000/-** (Two lakh Forty thousand rupees Per annum).
6. Confidentiality : You are requested to maintain confidentiality on all aspects of the letter of offer all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the company. Sharing of this information will result withdrawal of your letter of offer.

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Sincerely Yours


Vikram Reddy
(HR Manager)



I hereby Accept the above offer

AKULA SWETHA


Principal
Megha Inst. of Engg. & Tech. for Women
Enited (M), Ghatkesar (M),
Medchal Dist, T.S-501 301.



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 16/04/2021

To

Shaista Tabassum

Employee Code: _PS03572

Dear Shaista,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17 August 2021**. You will be based out of PlanetSpark office at 1108-1109, 11th Floor, JMD Megapolis, Sohna Road, Gurgaon.

You will be paid gross emoluments and incentives as detailed in Annexure – A.

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

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

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

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.
Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above


Principal
Megha Inst. Of Engg. & Tech for Women
Eduabad(v) Ghatkesar (M), Medchal Dist T.S-501301

Annexure – A

Emoluments can be bifurcated as under:

Particulars	Monthly	Yearly
Basic Pay	18400	220800
House Rent Allowance	9200	110400
Medical Allowance	2000	24000
Supplementary Allowance	7000	84000
Gross Salary	36600	439200
* Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC	A	7,00,800

During first month fixed component will be 25000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

1. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. Probation

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

3. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

4. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent.

Principal
Megha Inst. Of Engg. & Tech. for Women
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

1. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

2. Annual Leave:

You will be entitled to 4 annual leaves for every completed quarter at the company.

3. Termination of Service:

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

4. Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”

Signature

Date


Principal
Megha Inst.Of Engg.& Tech for Women
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

Dec 2, 2021

To,

Bollam Pravallika

poojapravallika32@gmail.com
+918074337726

Dear Bollam Pravallika,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an employment with us.

Initially you will be designated as a "Junior Executive - Sales & Marketing". Your consolidated annual emoluments inclusive of all perks & benefits will be INR 226476 /- per annum and will be subject to other deductions as per company policies.

Your salary details are confidential and you may discuss it only with the undersigned in case of any clarification.

You shall abide by the terms and conditions of the company. You will be governed by other rules and regulations of the company that may change from time to time.

Your reporting manager will communicate details of your role and work responsibilities and you shall abide by orders, directions of the Manager and other superiors and executives of the company.

You are expected to report on 06/12/2021 and meet our HR at Corporate Office. All joining formalities will be completed on 06/12/2021.

This is a letter of offer. Formal appointment letter giving terms of employment will be handed over to you after you are joined. At the time of joining, it mandatory for you to submit the documents (**Both Hard Copy and Soft Copy**) mentioned in **Annexure-1**


We are looking forward to work with you. I am sure that it will be reciprocally beneficial for both the parties. Here's hoping that you enjoy working with our company and that it will help you achieve great heights in your career.

Annexure-1

- Xerox copies of your Certificates from 10th to Post-Graduation
- Permanent and local Proof of Address.
- Aadhar Card and Pan Card copy.
- Two Passport size sized latest color photographs
- Relieving and Service certificates from previous companies
- Last three months' pay slips
- Last three months' Bank statements.

Yours Sincerely,


Authorized Signatory


Principal
Megha Inst.Of Engg. & Tech for Women
Edulabad(v) Ghatkesar (M), Medchal Dist T.S-501301

Regd. Office: 8-3-948/949, Level 5,
Solitaire Plaza, Beside Image Hospital,
Ameerpet, Hyderabad – 500073

KMV SPACES LLT-ID No. AAH-1363
(Registered with Limited Liability)

Site Office: Survey No. 20, New 100' Road
Near Kamineni Hospital
PORANKI-521137
Vijayawada, Krishna District
Andhra Pradesh.

T: +91 40 3017 1111
F: +91 40 2373 5293
Email: spaces@kmvgroup.com
www.kmvspaces.com

Date: 07 January 2022

Name: Jyothi Erra

Address: 4/14, Vill:Argonda,, Mandal:Rajampet,Dist:kamareddy, Kamareddy, Telangana - 503110

Dear Jyothi Erra

Sub: Apprentice Supplemental Letter

This Apprentice Supplemental Letter ("**Letter**") is to be read in conjunction with the Apprentice Contract Registration Form signed by you on 07 January 2022 with regard to your enrolment as Apprentice in Genpact India Private Limited (hereinafter the "**Company**").

This letter sets out the terms and conditions of the apprenticeship training with the Company. It is supplemental to the contract referred herein above, under Section 4 of the Apprentices Act, 1961 (hereinafter referred to as the "**Act**") and the Apprenticeship Rules, 1991 (hereinafter referred to as the ("**Rules**"); as amended from time to time) ("**Apprentices Contract**").

While enrolled with the Company as apprentice:

- You will abide by the policies including but not limited to Integrity@Genpact India Pvt. Ltd., code of conduct, rules and regulations of the Company in all matters of conduct and discipline; The policies, as they presently stand and as may be modified or framed from time to time, shall form an integral part of this engagement.
- You have received and read the Company's Information Security Policy and agree to comply with the terms and procedures mentioned therein.
- You acknowledge following the procedures laid down by the Company for raising concerns on policy violations.
- You will not be permitted to undertake any other full time or part time apprentice engagement or engage in any external activities of a commercial nature without prior written approval.
- Absence for a continuous period of eight (8) days without prior approval of your supervisor (including overstay of leave/training), would be treated as abandonment of apprenticeship training. The Company reserves the right to terminate the Apprentices Contract as per the laid down rules and procedures.
- If in the event, you want to discontinue the apprenticeship training which you are enrolled for, you are required to give one (1) month's prior notice to the Company in a written form in addition to complying with the Rules for termination of the Apprentices Contract.
- Except in the ordinary course of your training you shall not divulge to any third party/unauthorised person any information regarding the affairs or business matters of the Company (including its clients) or information of its clients, associated companies and not to divulge or disclose at any time Confidential Information¹ received as an apprentice during or after your enrolment. All information that comes to your knowledge by reasons

¹The Company generally considers "secret" and "confidential" information or data relating to the business, products, affairs and finances of the Company which is non-public, confidential, sensitive, is disclosed under circumstances that one would reasonably expect it to be confidential and/or proprietary in nature, regardless of whether such information or data is in (i) oral, written, machine readable, recorded, or maintained on other forms of electronic media or (ii) marked as such or (iii) owned, maintained and controlled by the Company or

of your enrolment with the Company as apprentice is deemed to be confidential and any breach thereof, shall be deemed to be a violation of Company policies and shall be dealt accordingly.

- You accept and agree not to disclose and hereby assign to the Company for its exclusive ownership, on a royalty-free, worldwide, perpetual basis all my rights, title and interest including Intellectual Property Rights¹ arising in any work developed or conceived by me solely or jointly with others, in any medium or format now known or later developed during the period and in the course of my enrolment as apprentice (1) that are along the lines of the businesses, work or investigations of the Company or its affiliates or its customers, to which my engagement relates or as to which I may receive or have access to information due to my engagement, or (2) that result from, are correlated to or are suggested by any training undertaken or any job done during the course of the training which I may do for the Company or its customers, or (3) that are otherwise made through the use of Company time, facilities, tools, processes, information or materials.
- You hereby agree to execute all necessary papers and otherwise provide proper assistance (at the Company's expense) during and subsequent to your enrolment, to enable the Company to obtain for itself or its affiliates and nominees, patents, copyrights, trademarks, domain names or other legal protection or recognition for such Intellectual Property in any and all countries. You agree to waive all moral rights to which you may be entitled under the law or any relevant jurisdiction for the Intellectual Property.
- You confirm that there is no litigation /conviction against you before any Court of law which involves any criminal offence or offences involving moral turpitude.
- You confirm that you have disclosed fully all of your business interests to the Company, filled and submitted the Company's standard disclosure form, whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between the Company and you or any immediate relatives.
- You undertake to refrain from any other activities which would present a conflict of interest with your training for and on behalf of the Company. You should make a full disclosure of any outside engagement/employment or business activities to your supervisor before commencing any such activity.
- You will be required to apply and maintain the highest standards of personal conduct and integrity and keep yourself informed and comply with all Company policies and procedures.

by any client, customer or third party towards whom the Company has an obligation of confidentiality. It includes information which amounts to a trade secret (including but not limited to processes, policies, methods, technical data and know-how), Intellectual Property etc. relating to the business of the Company or any of its clients, customers, suppliers or any group or affiliate companies.

² "Intellectual Property Rights" means all right, title and interest to intellectual and industrial property rights recognized in any jurisdiction including any inventions, technical or business innovations, business methods or processes, (whether or not patentable), copyrights, neighbouring rights, mask work rights, moral rights, trademarks, trade names, service marks, domain names, industrial designs, trade secrets including any processes, techniques, technology, algorithms, software, know-how, methodology, toolkit, tools, module, manual, documentation, data or database and including any enhancement, improvement, modification, adaptation or derivative work thereof, whether registered or unregistered (including applications for, and registrations, extensions, renewals, and re-issuances of, the foregoing).

- You agree and hereby provide your consent to process including collecting, recording, storing, utilizing, sharing or transferring any Personal Identifiable Information (defined as information associated with your name or personal identity including your date of birth, address/e-mail address, telephone number, unique government issued number, passport details, driving license number) and any Sensitive Personal Data or Information (namely, password, financial information such as bank account, physical, physiological and mental health condition, sexual orientation, medical records and history, biometric information) which may be in the possession of the Company or obtained in future. Such information shall be processed by the Company strictly on a need to know basis and retained till required for business purposes including statutory requirements pertaining to compensation and benefits, and can be transferred, on a business need to Company's subsidiary / affiliated companies, business partners, consultants and its customers (where specifically requested) with obligations to maintain similar level of protection. You will have full rights to access and review your data, update it and the right to withdraw this consent, if necessary.

Dear Kanchan,

We would like to congratulate you on being Converted for the position of "Talent Acquisition - Executive" in Goalreify after the completion of your 2 Months successful Internship with us.

You have started your Full Time employment with Goalreify from 22nd April 2022 ("Full Time Date").

You will be on probation for a period of 6 Months from the date of your full time employment with us. In case you decide to leave the company during or after probation period, you will have to give a notice of 30 Days to the company.

Your Annual CTC will be Rs. 3,71,592 /- (Rupees Three Lakhs Seventy One Thousand and Five Ninety Two), please find the below breakup of your Annual CTC for your reference :

Salary Component	Annual Pay
Fixed	180000
Retention Bonus*	14400
Company Bonus*	21600
Performance Bonus*	18000
Incentives*	137592
Total Annual Package	3,71,592

* Subject to Companies discretion only"

Again, congratulations and we look forward to working with you for your success.

Best Regards

Varsha Das
Account Manager
Contact Info : +91 - 8367001133

Goalreify
Hyderabad, Telangana


Principal
Varsha Inst. of Engg. & Tech for Women
Hyderabad, Ghatkesar



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. Dasari Pravallika Reddy,

Sub: Offer of employment as **"Voice Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Voice Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 08-January-2020 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

- A. PAN Card & Aadhar Card – Mandatory
- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
- E. All Appointment & Relieving letters / Service certificates from previous organizations

Your offer of employment with us is subject to the veracity of information provided by you in your resume, validation of all documents submitted, satisfactory Background Verification Report and Pre employment health checkup reports.

This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.

We take this opportunity of welcoming you to USTAXFILES family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **US Tax Files**


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. E Shravani,

Sub: Offer of employment as **"Voice Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Voice Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 08-January-2020 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

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- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
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- E. All Appointment & Relieving letters / Service certificates from previous organizations

Your offer of employment with us is subject to the veracity of information provided by you in your resume, validation of all documents submitted, satisfactory Background Verification Report and Pre employment health checkup reports.

This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.

We take this opportunity of welcoming you to USTAXFILES family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **US Tax Files**


Principal
Wagha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.D.),
Medchal Dist-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. Gaddoju Bhavana,

Sub: Offer of employment as **"Voice Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Voice Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

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- A. PAN Card & Aadhar Card – Mandatory
- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
- E. All Appointment & Relieving letters / Service certificates from previous organizations

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Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **US Tax Files**


Principal
Magha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. Pathuri Anitha,

Sub: Offer of employment as **"Voice Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Voice Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Edulabad, Ghetkesar (Md),
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EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. Surakanti Aknkasha Reddy,

Sub: Offer of employment as **"Voice Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Voice Process Executive"**

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Yours Sincerely,
For **US Tax Files**


Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Md),
Medchal Dist-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. Surukunti Sharanya,

Sub: Offer of employment as **"Voice Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Voice Process Executive"**

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Yours Sincerely,
For **US Tax Files**


Principal
Wagha Inst. of Engg. & Tech for Women
Eduabad, Ghazikesar (Distt).
Medchal Dist-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>



US TAX FILES

Planning Meets Perfection

Date: 08-January-2020

Dear Ms. Thatikonda Kavitha,

Sub: Offer of employment as **"Voice Process Executive"**

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Yours Sincerely,
For **US Tax Files**


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghoskesar (Med),
Medchal Dist-501 301

US TAX FILES LLC

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@ustaxfiles.com, website: <https://www.ustaxfiles.com>

Date: 21-January-2020

Dear Ms. Guddipalli Pragathi,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (MdI),
Medchal Dist-501 301

Date: 21-January-2020

Dear Ms. Surkunti Pavithra,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Megha Inst. of Engg. & Tech for Women
Bdulabad, Ghatkeer (Md),
Medchal Dist-501 301

Date: 21-January-2020

Dear Ms. Jakka Divya,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (MDI),
Medchal Dist-501 301

Date: 21-January-2020

Dear Ms. P Geetha Mallika,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Md),
Medchal Dist-501 301

Date: 21-January-2020

Dear Ms. S Swetha,

Sub: Offer of employment as “**Talent Acquisition Executive**”

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of “**Talent Acquisition Executive**”

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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For **VTEKIS CONSULTING LLP**


Principal
Vegha Inst. of Engg. & Tech for Women
Erdulabad, Ghatkesar (Md),
Medchal Dist-501 501

Date: 21-January-2020

Dear Ms. Pendyala Divya,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Meega Inst. of Engg. & Tech for Women
Mintabad, Chalkeer (Md),
Machilipatnam Dist-507 301

Date: 03-March-2020

Dear Ms. Pola Sony,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301

Date: 03-March-2020

Dear Ms. Jitte Anusha,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**


Principal
Megha Inst. of Engrg. & Tech for Women
EduLabad, Ghatkeer (M.D.).
Medchal Dist-501007

Date: 03-March-2020

Dear Ms. Eluguri Sandhya,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (M.H.),
Medchal Dist-501 301

Date: 03-March-2020

Dear Ms. P Himabindu,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

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- E. All Appointment & Relieving letters / Service certificates from previous organizations

Your offer of employment with us is subject to the veracity of information provided by you in your resume, validation of all documents submitted, satisfactory Background Verification Report and Pre employment health checkup reports.

This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.

We take this opportunity of welcoming you to Vtekis family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Md),
Medchal Dist-501 301

Date: 03-March-2020

Dear Ms. T Sushma,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 03-March-2020 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

- A. PAN Card & Aadhar Card – Mandatory
- B. Bank Account Details & Cancelled Cheque
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Yours Sincerely,
For **VTEKIS CONSULTING LLP**



Principal
Migha Inst. of Engg. & Tech for Women
Edulabad, Ghatkeer (Mdi),
Medchal Dist-501 301



Date: 03-March-2020

Dear Ms. Vemishetty Sneha,

Sub: Offer of employment as **"Talent Acquisition Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Talent Acquisition Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **VTEKIS CONSULTING LLP**

Principal
Maha Inst. of Engg. & Tech. for Women
100 Feet Road, Ghatlaxari (M),
Medchal Dist, T.S-501 301.

VTEKIS CONSULTING LLP

Plot No: 684, Obulreddy Complex, Beside Dhanalaxmi Bank, Vivekanandha Nagar Colony, Kukatpally, Hyderabad - 500072.

EMAIL : hr@vtekis.com, website: <https://vtekis.com>

Date: 04-March-2020

Dear Ms. A. Mamatha,

Sub: Offer of employment as "**Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Process Associate**"

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Megha Inst. of Engg. & Tech. for Women
E. Medchal (V), Ghatkesar (M)
Medchal Dist, T.S-501501

Date: 04-March-2020

Dear Ms. Badineni Sangeetha,

Sub: Offer of employment as **"Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Process Associate"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**


Principal
Magha Inst. of Engg. & Tech for Women
Eduabad, Ghatkeer (MCH),
Medchal Dist-501 301

TruFiler LLC

H.No: 3-5-67/6/NR, 01st Floor, Survey No:55, Vivekananda Nagar, Bagh Ameeri, Kukatpally, Medchal, Hyderabad- 072.
EMAIL: info@truefiler.com, website: <https://www.truefiler.com>

Date: 04-March-2020

Dear Ms. Bhongiri Nandini,

Sub: Offer of employment as **"Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Process Associate"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Megha Inst. of Engg. & Tech for Women
Eduarabad, Ghatkesar (Mdt),
Medchal Dist-501 301

TruFiler LLC

H.No: 3-5-67/6/NR, 01st Floor, Survey No:55, Vivekananda Nagar, Bagh Ameeri, Kukatpally, Medchal, Hyderabad- 072.
EMAIL: info@truefiler.com, website: <https://www.truefiler.com>

Date: 04-March-2020

Dear Ms. Burugaju Dharani Jyothi,

Sub: Offer of employment as "**Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Process Associate**"

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdt).
Medchal Dist-501 301

TruFiler LLC

Date: 04-March-2020

Dear Ms. G Gayathri,

Sub: Offer of employment as **"Process Associate"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"Process Associate"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Megha Inst of Engg. & Tech for Women
Educators, Ghatkesar (MdI),
Medchal Dist-501 301

TruFiler LLC

Date: 04-March-2020

Dear Ms. Godishala Chandhini,

Sub: Offer of employment as "**Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Process Associate**"

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Megha Inst. of Engg. & Tech for Women
Educational Park, Kesari (Mdl),
Medchal Dist-501 301

TruFiler LLC

H.No: 3-5-67/6/NR, 01st Floor, Survey No:55, Vivekananda Nagar, Bagh Ameeri, Kukatpally, Medchal, Hyderabad- 072.
EMAIL: info@truefiler.com, website: <https://www.truefiler.com>

Date: 04-March-2020

Dear Ms. Gopidi Navya,

Sub: Offer of employment as "**Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Process Associate**"

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Magh In of Eng. & Tech for Women
Kukatpally (Med).
995 301

TruFiler LLC

H.No: 3-5-67/6/NR, 01st Floor, Survey No:55, Vivekananda Nagar, Bagh Amceri, Kukatpally, Medchal, Hyderabad- 072.
EMAIL: info@truefiler.com, website: <https://www.truefiler.com>

Date: 04-March-2020

Dear Ms. Ilapuram Sowmya,

Sub: Offer of employment as "**Process Associate**"

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of "**Process Associate**"

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **TRUE FILER**



Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Medchal)
Medchal Dist-501 301

TruFiler LLC

Date: 10-February-2020

Dear Ms. Muniganti Anjali,

Sub: Offer of employment as **"US Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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We take this opportunity of welcoming you to Endow Tax family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **ENDOW TAX LLP**


MANAGER - HR

Accepted offer

ENDOW TAX LLC / LLP

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@endowtax.com, website: <https://www.endowtax.com>


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdi),
Medchal Dist-501 301

Date: 10-February-2020

Dear Ms. M. Shivani,

Sub: Offer of employment as **"US Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **ENDOW TAX LLP**

MANAGER – HR

Accepted offer

ENDOW TAX LLC / LLP

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@endowtax.com, website: <https://www.endowtax.com>

Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

Date: 10-February-2020

Dear Ms. Mounika,

Sub: Offer of employment as “**US Process Executive**”

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of “**US Process Executive**”

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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Yours Sincerely,
For **ENDOW TAX LLP**

MANAGER – HR

Accepted offer

ENDOW TAX LLC / LLP
1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.
EMAIL : info@endowtax.com, website: <https://www.endowtax.com>


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

Date: 10-February-2020

Dear Ms. P Thriveni,

Sub: Offer of employment as **"US Process Executive"**

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of **"US Process Executive"**

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

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- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
- E. All Appointment & Relieving letters / Service certificates from previous organizations

Your offer of employment with us is subject to the veracity of information provided by you in your resume, validation of all documents submitted, satisfactory Background Verification Report and Pre employment health checkup reports.

This offer is valid with a clear understanding that you are currently not pursuing any full-time employment course and will not do the same during the period of your employment with us.

We take this opportunity of welcoming you to Endow Tax family for a long and fruitful association and invite you to participate in the enriching experience of taking the organization towards greater heights of achievements.

All Employment T&C are subject to change based on business requirements and you shall abide by policies as applicable from time to time.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

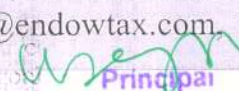
We are confident your contribution will add value to our organization and enable its growth and achievement of goals.

Yours Sincerely,
For **ENDOW TAX LLP**

MANAGER – HR

Accepted offer

ENDOW TAX LLC / LLP
1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.
EMAIL : info@endowtax.com website: <https://www.endowtax.com>


Principal
Megha Inst. of Engg. & Tech for Women
Eduiabad, Ghatkesar (Mdl),
Meerohal Dist-501 301

Date: 10-February-2020

Dear Ms. Peerepu Nagamani,

Sub: Offer of employment as “**US Process Executive**”

With reference to your application and subsequent interview it gives us immense pleasure in offering you the position of “**US Process Executive**”

You will be paid stipend/salary of **Rs. 17000** /- CTC (Rupees Seventeen Thousand Only) per month.

You will be on training period of for 12 Months from the date of your reporting for Training. The Company reserves the right to extend the training period, at its sole discretion if you're learning the work and progress are not found satisfactory.

Your appointment will take effect from the date of joining, which is not later than 10-February-2020 failing which this letter stands withdrawn without any reference to you. You must carry the original copy & set of xerox copy of below listed documents on the day of joining:

- A. PAN Card & Aadhar Card – Mandatory
- B. Bank Account Details & Cancelled Cheque
- C. 4 Passport size photographs
- D. All educational mark cards and degree certificates from Xth till highest degree achieved.
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Yours Sincerely,
For **ENDOW TAX LLP**

MANAGER – HR

Accepted offer

ENDOW TAX LLC / LLP

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@endowtax.com, website: <https://www.endowtax.com>


Principal
Megha Inst. of Engg. & Tech for Women
Eduabad, Ghatkesar (Mdl),
Medchal Dist-501 301

Date: 10-February-2020

Dear Ms. P Anusha,

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Yours Sincerely,
For **ENDOW TAX LLP**


MANAGER – HR

Accepted offer

ENDOW TAX LLC / LLP

1st Floor, Above HDFC Bank, Vivekananda Nagar Main Road, Kukatpally, Hyderabad - 500072.

EMAIL : info@endowtax.com, website: <https://www.endowtax.com>


Principal
Megha Inst. of Engg. & Tech for Women
Edulabad, Ghatkesar (Mdl),
Medchal Dist-501 301

Date: 10-February-2020

Dear Ms. Samreen Begum,

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MANAGER - HR

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