

MAX MED LABORATORIES

LETTER OF EMPLOYMENT

Ms. AAFRIN BANU M
Chennai

Dear Aafrin,

We are extremely happy to offer you the position of Lab Technician in our company Max Med Laboratories. Your interview with us on 03-03-2021 was a very intriguing experience.

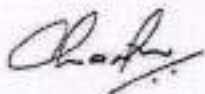
As a Medical Laboratory Technician, your primary responsibility will be to perform laboratory tests on patient samples and report accurate and timely results. You will be responsible for performing a variety of tests such as haematology, microbiology, and clinical chemistry, among others. Your work will be essential in helping healthcare providers diagnose and treat diseases.

Your starting salary as a Lab Technician will be Rs.1,05,000 per annum which will be provided monthly via online mode. According to the company's policy, we will provide you with certain health benefits; the company will also provide you will a transportation allowance and a laptop for the recording and tabulation of the observational charts.

Please note that your position is entirely based on a contract between you and the company which on ending can terminate your position in the company. If this job meets your terms and conditions, please send in a signed letter within 15-03-2021, you may keep a copy of this letter for future reference. On receiving your signed letter, we will mail you the joining date.

We will be greatly delighted to have you on board, if you have any further queries, you can e-mail us at maxmedhrina@gmail.com.

Thanking You,
Yours sincerely,



HR Manager

Candidate Signature:  on 10.3.21

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073



No 18/284, Pillayar Koil Street, Chinna
Kobuthuvancherry, Peraniputhur, Chennai-
600112 (Backside Of Chennai Bypass)



9797088410



maxmed@gmail.com



netracon digital

March 12, 2021

Aarthi K
14, Rajiv Gandhi Nagar,
Tambaram,
Chennai, 600045

Dear Aarthi,

Sub: Offer for the post of Business Development Associate

Further to your application and subsequent discussions between us, we are pleased to offer you the position of **Business Development Associate**.

You will be eligible for a salary of **Rs. 2,20,000/-** per annum. You will be on probation for the first 3 months. After 3 months based on your performance you will be confirmed for a fulltime position.

As agreed by you, you are requested to join us on **3rd June 2021**.

- 1) You will need to sign an Employment Agreement with assurance to serve the Company for an agreed period of time.
- 2) You have to produce Copies of your educational certificates XII, UG (Mark sheet, Provisional and Convocation Certificate), PG (Mark sheet, Provisional, Degree Certificate), and Passport.
- 3) You are required to furnish the following, on or before joining:
 - Work experience certificates, Last drawn Pay slip, Form 16/salary certificate
 - Copy of Passport, Driving License, PAN card & Aadhar card.
 - Color Photos – 1 (Passport size) – scanned soft copy.

We look forward to your joining us at the set date. A scanned copy of this letter is to be returned duly signed as a token of your acceptance.

Thanking you,

Yours truly,

For Netracon Digital,

Shirley Vincent,
Director

Accepted

Date of Joining: 24/3/21

K. Aarthi
Aarthi K

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
CHIVAKKAM, CHENNAI

Date: 14-Dec-21

Dear Aarthi U,

Welcome to CSS. With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of Rs. **2,50,000/-** (Rupees Two Lakh Fifty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs. **2,26,000/-** (Rupees Two Lakh Twenty Six Thousand Only).
3. **Annual Variable Compensation.** Depending on your and company's performance, you would be entitled for an Annual Variable Compensation maximum of Rs. **24,000/-** (Rupees Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Hand Book which you can access in company's Intranet portal 'HIVE'. On your joining the company, you undertake to go through company's intranet and get familiar with all the applicable policies and processes of the company.
4. **Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com

Salary Working			
Designation: Trainee - Technical Support		Grade:	JL 1 B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	5,960	71,520
House Rent Allowance	50% of Basic Pay	2,980	35,760
Statutory Bonus	As per the Act	1,192	14,304
Special Allowance*	Balancing Component	7,131	85,566
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1,571	18,850
Total Guaranteed Compensation (TGC)		18,833	2,26,000
Variable Component			
Variable Performance Pay**			24,000
Gross Cost to Company (CTC)			2,50,000
Insurance Benefits			
Personal Accident Disability Insurance Cover			7,50,000
Personal Accident Death Insurance Cover			15,00,000
Group Term Life Insurance Cover			15,00,000
Employee Deposit Link Insurance Cover			7,05,000
Hospitalization Insurance for self (spouse & 2 dependent children)			2,00,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to 60 days Basic			
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			


 PRINCIPAL
 PRINCE SHRI VENKATESHWARA
 ARTS AND SCIENCE COLLEGE
 GOWRIVAKKAM, CHENNAI - 600 073.



HR Ref No: VDARTOL215906

June 09, 2021

Dear Abarna,

Welcome to VDart Group!

Thank you for exploring career opportunities with VDart Group. You have successfully completed our initial selection process and we are pleased to offer you a position of **Associate-Global Finance** with VDart Group, on the following terms and conditions

You will draw a CTC of **1,41,169 (One Lakh Forty One Thousand One Hundred And Sixty Nine Rupees Only)** per annum excluding statutory deductions

- You will be entitled to Leave, Gratuity, Medical Insurance etc. in accordance with the Law / Company Policy from time to time
- Your initial place of posting will be at **VDart Technologies, No.199/90, Dr Radhakrishnan Salai Road, Dwarka Colony, Mylapore, Chennai - 600004** and your actual place of posting will be communicated to you later and you will report for duty on **June 16, 2021**
- This letter of offer is subject to completing other joining formalities as specified and also successful completion of BGV. In case if there are any discrepancies then the offer will be void based on company policy. Upon completion of above said a detailed appointment letter will be given within one week from your joining.
- **Annexure 1** will cover the Compensation break-up and mandatory documents required for joining
- You are required to submit your **PAN / Aadhar number to HR on your joining**

We look forward to you joining with our team. We are sure that you will have a long, rewarding and fulfilling career with our company.

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

Thanking you,

Yours faithfully,

MohanaSundaram
Assistant General Manager - HR

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

Annexure 1

Please find below the detailed monthly compensation break up, excluding taxation

Salary Components	Monthly	Annual
Basic	7143	
HRA	2857	
Total Gross Salary (A)	10000	120000
EPF	857	
ESIC	325	
Gratuity	344	
Part - (B)	1526	18312
Monthly CTC (A+B)	11526	
Leave Encashment (C)		2857
Annual CTC (A+B+C)		141169

- * PT will be deducted once in six months
- * Deductions may vary subject to change in statutory rules

List of Mandatory documents to be submitted at the time of joining:

1. Relieving letter/ Service certificate from your previous employers (if previously employed)
2. UAN / ESIC Number (if previously employed)
3. Copy of last 3 months pay slip & form 16 or tax report (if previously employed)
4. Copies of educational certificates (10th/12th/Final Graduation Certificate or Diploma Certificate/Final PG certificate if applicable)
5. 4 copies of recent passport size photographs (2 with white background & 2 with blue background)
6. ID Proof copy, self-attested – (Aadhar / PAN Card / Passport /Driving License / Voter's ID)
7. Address Proof Copy, self-attested (Aadhar / Passport /Driving License / Voter's ID)

B. Kalpana
PRINCIPAL
 PRINCE SHRI VENKATESH VARA
 ARTS AND SCIENCE COLLEGE
 GOWRIVAKKAM, CHENNAI-600 073.



APPOINTMENT LETTER

05 October, 2021

Dear **Abirami R,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpave
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE I

Name	Abirami R
Designation	Processor
Date Of Joining	19 October, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

U. N. H.
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI - 600 073,
PH. No : 044 - 2278 0755

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI-600 073.



netrocon.digital

March 12, 2021

Abishek Sundar A
9, Bangalow Malai,
Nehru Nagar,
Chromepet, Chennai, 600044

Dear Abishek Sundar,

Sub: Offer for the post of Business Development Associate

Further to your application and subsequent discussions between us, we are pleased to offer you the position of **Business Development Associate**.

You will be eligible for a salary of **Rs. 2,20,000/-** per annum. You will be on probation for the first 3 months and after 3 months based on your performance you will be confirmed for a fulltime position.

As agreed by you, you are requested to join us on **3rd June 2021**.

- 1) You will need to sign an Employment Agreement with assurance to serve the Company for an agreed period of time.
- 2) You have to produce Copies of your educational certificates XII, UG (Mark sheet, Provisional and Convocation Certificate), PG (Mark sheet, Provisional, Degree Certificate), and Passport.
- 3) You are required to furnish the following, on or before joining:
 - Work experience certificates, Last drawn Pay slip, Form 16/salary certificate
 - Copy of Passport, Driving License, PAN card & Aadhar card.
 - Color Photos – 1 (Passport size) – scanned soft copy.

We look forward to your joining us at the set date. A scanned copy of this letter is to be returned duly signed as a token of your acceptance.

Thanking you,

Yours truly,

For Netrocon Digital,

Shirley Vincent
Director

Accepted

Date of Joining: 24/3/21, **B. Kalpane**

PRINCIPAL


Abishek Sundar

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 077**



APPOINTMENT LETTER

30 September, 2021

Dear **Abusheik A,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 071.

ANNEXURE I

Name	Abusheik A
Designation	Processor
Date Of Joining	4 October, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

B. K. Kalyan
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
MADRAS VIVAKKAM, CHENNAI-600 073



APPOINTMENT LETTER

Ms. ABINAYA.S
Chennai

Dear ABINAYA.S,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as Junior Developer with Aventros Software Solutions.

1. Date of Commencement:

You will be joining our team on 14th June 2021 and your work schedule will be 40 hours per week. We look forward to seeing your positive impact on our projects.

2. Salary Structure:

Your starting salary will be 1,50,000 per year, and you will be eligible for other benefits such as health insurance, paid leave, and other benefits. We believe in rewarding our employees for their hard work and dedication to our company.

3. Location:

Your current location of employment shall be Chennai, India. However, Aventros Software Solutions reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

4. Probationary Period:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which Aventros Software Solutions would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, Aventros Software Solutions may extend the probation period. If your performance is still found unsatisfactory, Aventros Software Solutions shall be entitled to terminate your services forthwith.

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.



+91-9443182323



aventrossoftwares@gmail.com



5. Working Hours:

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law. The company reserves the right to alter/modify its working hours. In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

6. Termination:

In the event of resignation, you will be required to provide 90 days' notice in writing to your reporting manager. Similarly, the company may terminate your employment by providing you with 90 days' notice or salary in lieu of notice, subject to the terms of the employment contract.

7. Code of Conduct:

As a member of our team, we expect you to maintain the highest standards of professionalism and integrity. We encourage you to review this document carefully and ask questions if you have any concerns.

Please ensure that you submit all required documents, including your educational and professional certificates, ID proof, and any other relevant documents, on or before your joining date.

We are excited to welcome you to our team and look forward to seeing your contributions to our company's growth and success. If you have any questions or concerns, please do not hesitate to reach out to us.

Sincerely,

Sangeetha

Associate Director - HR

Accepted by

Accepted by

B. Kalpana

PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE

PO, VAKKAM, CHENNAI - 600 073.

on 14-06-2021





SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Prince Shri Venkateshwara Arts & Science College
Date: 03-May-2021

Dear Aishwarya G (B.com)

Congratulations!!!

With reference to the interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Perungulathur facility (No.16, GST Road, Gateway office Parks A-1 Block, Ground Floor, Perungulathur, Chennai 600063). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

We at Sutherland are privileged to have you with us and we look forward to launching your career on a successful note.

You will have to furnish the following documents during the hiring/onboarding process

- 10 Passport size photographs.
- 10th, 12th and UG/PG education certificates – (whichever completed).
- E-Aadhar card- Mandatory for address proof.
- Pan Card- Mandatory to open bank account.
- In addition, you can also submit Ration card, Driving license/Passport, Voter ID for address proof.
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates).

Yours sincerely,

Talent Acquisition
Sutherland

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

This is digitally generated soft copy hence signature is not required

Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063

JU AAD

3rd Floor, Raghav Arcade, Kamaraj Nagar,
Thiruvanmiyur, Chennai - 600041
Date: 25th June 2021

Ajith Kumar S,

This is with reference to your application and the subsequent discussions we had on you taking up employment in the company based at our Chennai Office. In this context, we are pleased to appoint you as "Social Media Manager" on the following terms & conditions:

1. Employment Type: Permanent, (Probation - 1 month)

2. Below are your CTC details:

Breakup of Compensation Package (All figures are in INR)		
CTC - INR 2,34,000		
Salary	Monthly	Annual
Base	18,000	2,16,000
Reimbursement	1500	18,000
Total	19,500	2,34,000
Notes: 1. Incentives & Reimbursements are variable 2. Reimbursements will be processed on producing bills		

3. Reporting & Job Assignment: During your employment with the Company, you shall be reporting to Ms. Mridula Ramadugu and your timings shall be governed by the working hours of our office. You may during the course of your tenure may be given any assignment and / or additional assignment arising out of the Company's business that the management, in its subjective judgment, feels is suited to your background, qualifications or experience.

4. Salary will be processed on or before the 5th of every month, Incentives & reimbursements will be processed every Quarter. (Reimbursements are over and above your base salary and is subject to submission of bills and will be capped at INR 1500/month)

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM. CHENNAI-600 07

Acceptance:

I have read the principle terms of my employment with Jugaad and confirm my acceptance of the aforementioned terms. I hereby also declare to comply with the terms of this employment letter, the Code of Conduct of the company and all other policies, as may be amended from time to time.

Thanking you,



PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

For Jugaad,

Authorized Signatory Signature

Mridula Ramadugu



APPOINTMENT LETTER

18 August, 2021

Dear **Ajithkumar K**,

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

ANNEXURE I

Name	Ajithkumar K
Designation	Processor
Date Of Joining	25 August, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 072**

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 072

Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: AMIRTHAJOTHI, K

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear AMIRTHAJOTHI, K,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

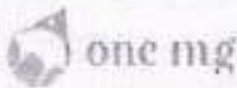
B. Kalpane
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 071**

ANNEXURE-1

Name : AMIRTHAJOTHI. X	Date : September 13, 2021	
Salary Grade : AT1		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		3,000
A. Base Salary (PA)	216,000	18,000
Annual Incentive	10,000	
B. Total Variable (PA)	10,000	
C. Total Target Cash (A+B)	226,000	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaim Premium	6,773	
D. Retirals & Other Benefits	37,037	
Cost to Company (CTC) C+D	263,037	

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073



21st June '2021

Sub: Offer Letter

Dear Mr. Amrutha A,

We are pleased to offer you the position of "Junior Copywriter" at One MG, Chennai.

Your Cost to Company (CTC) will be Rs. 18,000/- (Rupees Eighteen Thousand only) per month for the first three months. Post completion of three months, it will be revised to Rs. 20,000/- (Rupees Twenty Thousand Only) per month, solely based on your performance. The monthly payout would be as per the Annexure 1.

Monthly take home salary will however be calculated post TDS deduction, if applicable for your salary bracket based on the government regulations. A TDS certificate will be provided at the end of every financial year. TDS deducted will be based on the choice of tax regime declaration provided by you. Please refer to the salary breakup attached as Annexure 1.

All salary reviews are performance based & will happen annually. Performance would be measured, based on One MG's performance Evaluation process. Please refer to the performance evaluation form attached as Annexure 2.

A. Key Responsibilities

1. Ideate with creative team to create new, innovative concepts for our existing clients and in pitches and other sales pursuits.
2. Writing Copy to create compelling brand stories across projects involving brand identity design, Advertising campaigns on print, television and digital, Collateral design like brochures, websites etc.
3. Proactively partner with other visual designers, web developers, copy writers, account executives, and other team members for effective execution of ideas.
4. Estimate with project managers and client executives, schedules, roadmaps, and other operational details to successfully track and drive projects. You'll be expected to deliver quality work on time.
5. Up-skill to drive success through proactive strategic thinking and ideas execution across digital channels for our clients

B. Work Schedule

1. Your work shift is minimum 10 hours per day from 10 AM – 08:00 PM five days a week, Monday to Friday. You have an option to take two breaks in a day. A 45-minute break for lunch (usually between 13:00 – 15:00 hrs.) and a 30-minute break for Tea (between 17:00 – 18:00 hrs.) We do not allow more than two breaks in a day. Failure to maintain the work shift on continuous basis can lead to loss of pay.
2. In case you are taking a sick leave or an emergency leave, the same should be informed to us before 08:30 AM on the same day.
3. For any casual leaves or planned holidays, you will need to apply for permission at-least 5 working days in advance.
4. Any forced holidays due to natural calamities like floods/earthquakes etc. will be compensated for.

C. Leave Policy

1. You are entitled to one paid leave in a month, on permission basis, post completion of three months.
2. In-case the paid leave is not availed in the respective month, it will get carried over up-to 12 months.
3. Un-availed paid leave's will be compensated at the end of 12 months.
4. All other government and public holidays are provided based on the standard holiday calendar at One MG. The same will be e-mailed to you post completion of induction.

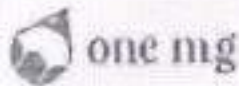
Chennai
23, North Bridge Road,
Mandala Apartments,
Chennai - 600 017
047125
+91 44 4254 4603

Bengaluru
161 3rd Sector 36
Sarapatt 122006
047125
+91 8444034406

UP
4728 Devonshire Road,
Suite 104, Harding,
PA 17033
047125
+1 217 658-3842

Work in India
www.onemg.com
Work in USA
Work in UK
linkedin.com/company/one-mg

Dr. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 071



b) Participate in the solicitation of any employee of the Company to terminate his employment with the Company or to directly or indirectly participate in the solicitation of work on any account of the Company on which you worked, supervised, or participated in soliciting at any time during the one-year period prior to the date of termination of your agreement.

H. **Termination of Services:** You shall retire from the service of the Company upon attaining the age of 65 years. Notwithstanding the above your service with the Company may be terminated at any-time, after confirmation, by giving written notice of 60 days or payment of two month's salary in lieu thereof. Provided further you shall be entitled to resign from the services of the Company by giving written notice of 90 days or at the discretion of the Company by payment of one month's basic salary in lieu thereof."

I. **Salary Review:** Your performance and salary will be reviewed as per the company's appraisal policy in the month of April every year or one year from the date of last appraisal, whichever is later. The company reserves the right to change the effective date of increment without assigning any reasons.

J. **Acceptance:** If the above terms and conditions of the employment hereof is acceptable to you, please sign on the duplicate copy in token of your having accepted the same.

One MG looks for a long-term association with all its employees & we expect the same from you. Again, congratulations and welcome to the One MG family.

Annexure 1
Salary Break up for Mr. Amrutha A

#	Description	Salary (First 3 months)	Salary (Month 4 - 12)
1	Basic Salary	9,000	10,000
2	Housing Rental Allowance	4,500	5,000
3	Travel Allowance	1,600	1,600
4	Other Allowances (Medical, Special Allowances)	2,900	3,400
	Total (per month)	18,000	20,000
	TDS deduction as applicable		

Note: TDS calculation are based on the government regulations for FY 2020 - 21 and based on the choice of the tax regime. A declaration indicating your choice of tax regime needs to be provided. Final TDS computation after completion of the induction formalities.

Yours sincerely
For One MG
Nishant Rastogi

Director of Possibilities

Employment offer accepted:

Mr. Amrutha A

Date of Acceptance: 21/6/21

Date of Joining: 23rd June 2021

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOMRIVAKKAM, CHENNAI-600 073.

Office
20 North Bow Road,
Minds Apartments,
Chennai - 60

Phone
+91 44 4754 4675

Office
31 St. Xavier St
Sungam - 60005

Phone
+91 944038405

Office
473 Devarajpet Road,
Sula 24, Sembur,
Chennai

Phone
+1217 666-3643

Office
Sankarankuppam,
Sula 24, Sembur,
Chennai

July 02, 2021

Ms. Anagha G

We are pleased to extend to you our offer to join Consark Advisory Services LLP (the "Firm"), on the terms and conditions set forth below.

Your title and start date will be as indicated on **Annexure A**. You will be based in Chennai and will be reporting to such person as may be indicated by the Firm from time to time. You are required to work exclusively for the Firm. Although your employment will be with the Firm, you may be seconded to other affiliate firms/entities from time to time at the Firm's discretion. During your employment, you may be also required to work in any other office the Firm may have or establish in India, and to work on a temporary basis in any of the Firm's other offices for training or other purposes. In such circumstances, the Firm will provide you travel assistance.

So long as you remain actively employed by the Firm, you will be eligible for the compensation indicated on the attached **Annexure A**, subject to the following terms and conditions:

- The fixed pay indicated on **Annexure A** will be paid for all periods of your active employment with the Company. Please note that your fixed pay represents cost to the Firm.
- You will not be eligible to participate in the Firm's discretionary bonus in effect from time to time. Your Performance Bonus has already been indicated in **Annexure A** which would be paid on achieving the goals/targets set forth therein.
- All payments described in this letter and **Annexure A** will be less taxes and other applicable payroll deductions.
- You will be required to serve a notice period of 45 days, in case you wish to leave the Firm. Such notice period may be fully or partly waived off at the discretion of the concerned Partner.
- You agree to the terms of the Confidentiality Agreement in **Annexure B**.

For purposes of this letter, "Cause" means misconduct, breach of applicable Firm policies or rules, dishonesty, violation of laws or regulations, or substantial and continuing failure to perform employment duties or obligations satisfactorily. The Firm reserves the right to terminate this contract and consequently your employment on an immediate basis, if found guilty of Cause.

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI-600 073.

Annexure A

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. You will be subject to probation for a period of 3 months after which your employment with the firm will be confirmed. Payments are subject to applicable taxes. Please note that fixed compensations are expressed on an annualized basis.

Name	Anagha G
Title	Audit Assistant – Risk Advisory Services
Fixed Compensation	INR 230,400 per annum
Date of Joining	

In case of any change in any labour law or any other law necessitating a change in the compensation structure, a review of the above compensation may be warranted based on the discretion of the firm.

Other Benefits:

- Our firm has a flexible leave policy and you will be entitled to leave as per the policy in force at any given period.
- Out of pocket expenses incurred will be reimbursed at actuals, based on the prevailing travel policy of the Firm. The same may change time to time based on the Firm's discretion.

Performance Bonus Entitlement:

In addition to the Fixed Pay and Other Benefits detailed above, you would also be eligible for Bonus based on your performance, which will be based on the firm's performance as well as your individual performance. You will be evaluated by Partners at the end of every financial year (ending June 30). Both bonus and increment percentages will be decided by the Partners on a year on a year basis based on their evaluation arising out of the performance appraisal system.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073**

Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: ANDREA GOLDINA.S

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ANDREA GOLDINA.S,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI-600 073.**

ANNEXURE-1

Name	: ANDREA GOLDINA.S	Date	: September 13, 2021
Salary Grade	: AT1		
Components		Rs. p.a.	Rs. p.m.
Basic			15,000
Bouquet of Benefits			3,000
A. Base Salary (PA)		216,000	18,000
Annual Incentive		10,000	
B. Total Variable (PA)		10,000	
C. Total Target Cash (A+B)		226,000	
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		263,037	

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



APPOINTMENT LETTER

18 August, 2021

Dear **Anirudh C,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

ANNEXURE I

Name	Anirudh C
Designation	Processor
Date Of Joining	25 August, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

B. Kalpane
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.**



APPOINTMENT LETTER

03 August, 2021

Dear **Anisha R,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

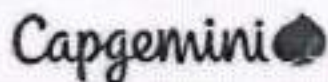
ANNEXURE I

Name	Anisha R
Designation	Processor
Date Of Joining	25 August, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,
Navi Mumbai 400706, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Superset ID: 1723885

Letter of Intent ("LOI")

Dear Anitha M,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A3** 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 location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI. 600 070

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

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1723885**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1723885**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1723885**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

This is a system generated document and does not need a signature

Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: ANITHA. S

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ANITHA. S,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE-1

Name	: ANITHA. S	Date	: September 13, 2021
Salary Grade	: AT1		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		3,000	
A. Base Salary (PA)	216,000	18,000	
Annual Incentive	10,000		
B. Total Variable (PA)	10,000		
C. Total Target Cash (A+B)	226,000		
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	263,037		

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



Utechforge

04-06-2018

To
Ms. Anjali A
Chennai

Sub: Letter of Intent for Junior Analyst

Dear Anjali,

Based on the results of On-Campus Interview you had with us, we are glad to inform you that, you have been hired by our organisation as a Junior Analyst. The organisation has chosen to provide you with a package of 2.2 LPA in terms of remuneration. Congratulations on your appointment on behalf of the entire organisation.

Your aptitude to solve problems has greatly impressed the higher officials, who have therefore chosen you to be our department's junior engineer. About the offer, you may begin working for the company on August 6th, a Monday.

Please read this letter carefully. If you have any questions, you may get in touch with us directly by sending an email to our company address.

Best of luck.

Sincerely,

HR Manager

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

July 12, 2021

Ms. Anjeleena D Almeida G

We are pleased to extend to you our offer to join Consark Advisory Services LLP (the "Firm"), on the terms and conditions set forth below.

Your title and start date will be as indicated on **Annexure A**. You will be based in Chennai and will be reporting to such person as may be indicated by the Firm from time to time. You are required to work exclusively for the Firm. Although your employment will be with the Firm, you may be seconded to other affiliate firms/entities from time to time at the Firm's discretion. During your employment, you may be also required to work in any other office the Firm may have or establish in India, and to work on a temporary basis in any of the Firm's other offices for training or other purposes. In such circumstances, the Firm will provide you travel assistance.

So long as you remain actively employed by the Firm, you will be eligible for the compensation indicated on the attached **Annexure A**, subject to the following terms and conditions:

- The fixed pay indicated on **Annexure A** will be paid for all periods of your active employment with the Company. Please note that your fixed pay represents cost to the Firm.
- You will not be eligible to participate in the Firm's discretionary bonus in effect from time to time. Your Performance Bonus has already been indicated in **Annexure A** which would be paid on achieving the goals/targets set forth therein.
- All payments described in this letter and **Annexure A** will be less taxes and other applicable payroll deductions.
- You will be required to serve a notice period of 45 days, in case you wish to leave the Firm. Such notice period may be fully or partly waived off at the discretion of the concerned Partner.
- You agree to the terms of the Confidentiality Agreement in **Annexure B**.

For purposes of this letter, "Cause" means misconduct, breach of applicable Firm policies or rules, dishonesty, violation of laws or regulations, or substantial and continuing failure to perform employment duties or obligations satisfactorily. The Firm reserves the right to terminate this contract and consequently your employment on an immediate basis, if found guilty of Cause.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Annexure A

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. You will be subject to probation for a period of 3 months after which your employment with the firm will be confirmed. Payments are subject to applicable taxes. Please note that fixed compensations are expressed on an annualized basis.

Name	Anjeleena D Almeida G
Title	Audit Assistant – Risk Advisory Services
Fixed Compensation	INR 230,400 per annum
Date of Joining	

In case of any change in any labour law or any other law necessitating a change in the compensation structure, a review of the above compensation may be warranted based on the discretion of the firm.

Other Benefits:

- Our firm has a flexible leave policy and you will be entitled to leave as per the policy in force at any given period.
- Out of pocket expenses incurred will be reimbursed at actuals, based on the prevailing travel policy of the Firm. The same may change time to time based on the Firm's discretion.

Performance Bonus Entitlement:

In addition to the Fixed Pay and Other Benefits detailed above, you would also be eligible for Bonus based on your performance, which will be based on the firm's performance as well as your individual performance. You will be evaluated by Partners at the end of every financial year (ending June 30). Both bonus and increment percentages will be decided by the Partners on a year on a year basis based on their evaluation arising out of the performance appraisal system.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.**

Cognizant

Letter of Intent (LOI)

Superset ID: 16394912

March 19, 2021

Dear Aravind S,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be Programmer Trainee. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be INR 251,999/-. This includes an annual incentive target of INR 12,000/-. This amount may vary depending on individual and Cognizant's performance. The detailed information on compensation and benefits will be provided in your Offer Letter.

This LOI expresses only our intent to enter into a definitive Employment Agreement, subject to completion of all hiring formalities and procedures. This document does not confer any rights or obligations upon you and Cognizant, and as such does not constitute any contractually binding relationship between you and Cognizant.

This LOI from Cognizant is valid for 1 week from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered for purposes of joining Cognizant. For all onboarding formalities, the definitive Employment Agreement is required.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link.

Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).

<https://campus2cognizant.cognizant.com/Pages/Prelogin>

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt.

Ltd. Maya Sreekumar

Vice President - Human Resources

P. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

SAMTECH SOLUTIONS

15-May-2022

Aravindhan A S

Prince Shri Venkateshwara Arts and Science College

Dear Aravindhan,

We are pleased to offer you the position of Web Developer at Samtech Solutions. This letter outlines the terms and conditions of your employment with our company.

1. Start Date and Employment Status:

Your start date will be **03-June-2022** and your employment status will be full-time, exempt.

2. Compensation:

Your starting salary will be **2,24,000** per year, paid on monthly basis. You will also be eligible for an annual performance-based bonus, to be determined by the company.

Your starting salary will be [Salary Amount] per year, paid on a bi-weekly basis. You will also be eligible for an annual performance-based bonus, to be determined by the company.

3. Benefits:

We offer a comprehensive benefits package, including:

- Medical, dental, and vision insurance
- Paid time off (PTO) and holidays.
- Flexible spending accounts (FSAs)
- Employee assistance program (EAP)

All benefits are subject to the terms and conditions of the plan documents.

4. Job Duties and Responsibilities:

As a Web Developer, your duties and responsibilities will include, but not be limited to:

- Developing and maintaining web applications and websites
- Collaborating with designers and other developers to create user-friendly, responsive web experiences
- Writing clean, efficient, and well-documented code
- Debugging and troubleshooting issues with web applications

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

SAMTECH SOLUTIONS

Participating in code reviews and contributing to team standards and best practices

5. Confidentiality and Non-Disclosure:

As an employee of Samtech Solutions, you will have access to confidential and proprietary information. You will be required to sign a confidentiality and non-disclosure agreement, which will prohibit you from disclosing any confidential or proprietary information without the company's prior written consent.

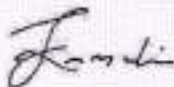
6. Termination:

Your employment may be terminated by either party, without reasons, by giving the other in writing no less than 90 days' prior notice. The Company reserves the right to pay or recover salary in lieu of notice period at the sole discretion of the Company. Further, the Company may at its sole discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period.

Please let us know if you have any questions or concerns regarding the terms and conditions outlined in this letter. If you accept this offer, please sign, and return a copy of this letter to our HR department.

We look forward to having you join our team.

Sincerely,



Kannaki S

**Manager - Human resources
Samtech Solutions**

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Agreed and Accepted by



Aravindh A S

F2, Girl Apartments, Behind IOB, Virugambakkam,
Chennai - 600 092, Tamil Nadu.
E-mail: Indiasamsolutions@hotmail.com

2 May, 2021

Aravindhan P
Chennai

Dear **Aravindhan,**

Congratulations! We are happy to offer you the position of **Management Trainee - Sales** in our company, PickYourTrail. PickYourTrail is a travel technology company, which aims to change the way people experience vacations. We hope that your contribution will enable us to cross many frontiers together.

This Letter of Invitation includes Details of Compensation and Annexure as listed below:

Annexure 1: Terms and Conditions
Annexure 2: Compensation Details

To accept this offer, please sign and return one copy of this offer letter and annexure and retain the other copy for your records. We request you to keep this offer letter confidential. In case you do not return the accepted and signed copy of this offer letter within 7 working days, the offer may stand withdrawn. The Company reserves the right to withdraw the offer made to you, before your acceptance, without providing any reasons to you.

Welcome to PickYourTrail Family! We wish you a long and fruitful career ahead. Yours

Sincerely,



Hari Ganapathy & Srinath Shankar
Founder(s) - PickYourTrail



Acceptance Name

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE 2: Compensation Details
Compensation Package

Salary Head		
Particulars	Annual Compensation	Monthly Compensation
Fixed Component		
Basic	108000	9000
HRA	54000	4500
Conveyance Allowance	20000	1667
Medical Allowance	15000	1250
Mobile Reimbursement	18000	1500
Internet Reimbursement	18000	1500
Special Allowance	15400	1283
Employer PF contribution (E)	21600	1800
Fixed Component Total (A)	270000	22500
Variable Component (Per Quarter)		
Variable pay	115714	9643
Variable Component Total (B)	115714	9643
Gross Component (A+B)= (C)	385714	9643
Deductions		
Employee's Contribution PF	21600	1800
Professional Tax	2500	208
Total Deductions (D)	24100	2008
Net Salary with Variable	340014	28335
Net Salary with W/O Variable	224300	18692

[Note: Variable Pay will not be applicable during your probation period of 3 months]

Basic: This is a fixed monthly component of your salary and is taxable. It will not vary every month and is fixed for a particular period.

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


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM CHENNAI-600 077

Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: ARCHANA DEVI. M

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ARCHANA DEVI. M,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,53,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

ANNEXURE-1

Name	: ARCHANA DEVI, M	Date	: September 13, 2021
Salary Grade	: AT1		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of benefits		3,000	
A. Base Salary (PA)	216,000	18,000	
Annual Incentive	10,000		
B. Total Variable (PA)	10,000		
C. Total Target Cash (A+B)	226,000		
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	263,037		

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 077**

Date: September 13, 2021
Ref: LTI/HR/Campus/NE1/2021
Name: ARCHANA K
College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ARCHANA K,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE-1

Name	: ARCHANA K	Date	: September 13, 2021
Salary Grade	: AT1		
Components		Rs. p.a.	Rs. p.m.
Basic			15,000
Bouquet of Benefits			3,000
A. Base Salary (PA)		216,000	18,000
Annual Incentive		10,000	
B. Total Variable (PA)		10,000	
C. Total Target Cash (A+B)		226,000	
Provident Fund (PF)		21,600	1,800
Gratuity		8,664	722
MediclaIm Premium		6,773	
D. Retirals & Other Benefits		37,037	
Cost to Company (CTC) C+D		263,037	

B. Kalyana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



Utechforge

04-06-2020

To
Ms. Arshawarhini M
Chennai

Sub: Letter of Intent for Junior Analyst

Dear Arshawarhini,

Based on the results of On-Campus Interview you had with us, we are glad to inform you that, you have been hired by our organisation as a Junior Analyst. The organisation has chosen to provide you with a package of 2.2 LPA in terms of remuneration. Congratulations on your appointment on behalf of the entire organisation.

Your aptitude to solve problems has greatly impressed the higher officials, who have therefore chosen you to be our department's junior engineer. About the offer, you may begin working for the company on August 10th, a Monday.

Please read this letter carefully. If you have any questions, you may get in touch with us directly by sending an email to our company address.

Best of luck.

Sincerely,

HR Manager

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM. CHENNAI-600 077

URJITA ELECTRONICS PRIVATE LIMITED

+91-9446253147

urjitaelectronics@gmail.com

01st Sep 2020

Ref: UEPL/7125

APPOINTMENT LETTER

Ms. Arthi P

Prince Shri Venkateshwara arts and science college
Chennai.

Dear Arthi,

Congratulations! We are pleased to announce that you have been appointed as a Trainee – Operations Executive with Urjita Electronics Private Limited in Grade S1 as a result of your campus recruitment for employment with us.

Your total annual CTC salary will be Rs. 220,500/- (Rupees Two Lakhs Twenty Thousand Five Hundred only). For the avoidance of doubt, your remuneration information and associated statistics rely on your company's job band and business vertical.

The following are the terms and conditions of our offer to hire you:


1. Date of Commencement:

Your employment with the Company shall commence on **September 14, 2020**.

2. Location:

You will be employed in Chennai, India. However, Urjita Electronics Private Limited reserves the right to transfer or use your services to any of its unit(s), department(s), office(s), work sites, connected or affiliated firms in India or outside India at any time, subject to the terms and conditions in effect at the time of transfer.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600045



URJITA ELECTRONICS PRIVATE LIMITED

+91-9446253147

urjitaelectronics@gmail.com

As a token of your acceptance of this offer, kindly email us your acceptance on or before 05th September 2020.

We welcome you to the Urjita Electronics Private Limited family and wish you a rewarding career over the years to come.

Yours sincerely,




HR Manager

B. Kalpane
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Nehru Nagar, Tambaram, Chennai, 600045



Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: ARTHY.S

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ARTHY.S,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE-1

Name	: ARTHY.S	Date	: September 13, 2021
Salary Grade	: AT1		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		3,000	
A. Base Salary (PA)	216,000	18,000	
Annual Incentive	10,000		
B. Total Variable (PA)	10,000		
C. Total Target Cash (A+B)	226,000		
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	263,037		

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

2 May, 2021

Arunkumar K
Chennai

Dear **Arunkumar**,

Congratulations! We are happy to offer you the position of **Management Trainee - Sales** in our company, PickYourTrail. PickYourTrail is a travel technology company, which aims to change the way people experience vacations. We hope that your contribution will enable us to cross many frontiers together.

This Letter of Invitation includes Details of Compensation and Annexure as listed below:

Annexure 1: Terms and Conditions
Annexure 2: Compensation Details

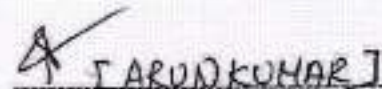
To accept this offer, please sign and return one copy of this offer letter and annexure and retain the other copy for your records. We request you to keep this offer letter confidential. In case you do not return the accepted and signed copy of this offer letter within 7 working days, the offer may stand withdrawn. The Company reserves the right to withdraw the offer made to you, before your acceptance, without providing any reasons to you.

Welcome to PickYourTrail Family! We wish you a long and fruitful career ahead. Yours

Sincerely,



Hari Ganapathy & Srinath Shankar
Founder(s) - PickYourTrail



Acceptance Name

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE 2: Compensation Details
Compensation Package

Salary Head		
Particulars	Annual Compensation	Monthly Compensation
Fixed Component		
Basic	108000	9000
HRA	54000	4500
Conveyance Allowance	20000	1667
Medical Allowance	15000	1250
Mobile Reimbursement	18000	1500
Internet Reimbursement	18000	1500
Special Allowance	15400	1283
Employer PF contribution (E)	21600	1800
Fixed Component Total (A)	270000	22500
Variable Component (Per Quarter)		
Variable pay	115714	9643
Variable Component Total (B)	115714	9643
Gross Component (A+B)– (C)	385714	9643
Deductions		
Employee's Contribution PF	21600	1800
Professional Tax	2500	208
Total Deductions (D)	24100	2008
Net Salary with Variable	340914	28335
Net Salary with W/O Variable	224300	18692

[Note: Variable Pay will not be applicable during your probation period of 3 months]

Basic: This is a fixed monthly component of your salary and is taxable. It will not vary every month and is fixed for a particular period.

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


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
 COWRIVAKKAM, CHENNAI - 600 077

Date: September 13, 2021

Ref: LTI/HR/Campus/NEL/2021

Name: ARUN KUMARAN. E

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ARUN KUMARAN. E,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 071

ANNEXURE-1

Name	: ARUN KUMARAN, E	Date	: September 13, 2021
Salary Grade	: AT1		
Components		Rs. p.a.	Rs. p.m.
Basic			15,000
Bouquet of Benefits			3,000
A. Base Salary (PA)		216,000	18,000
Annual Incentive		10,000	
B. Total Variable (PA)		10,000	
C. Total Target Cash (A+B)		226,000	
Provident Fund (PF)		21,600	1,800
Gratuity		8,664	722
MediclaIm Premium		6,773	
D. Retirals & Other Benefits		37,037	
Cost to Company (CTC) C+D		263,037	

B. Kalpane
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-500 071

Letter of Intent

Dear Arun D,
B.com,
Prince Shri Venkateshwara Arts and Science College

We are pleased to inform you of our intent to offer you the position of 'Trainee - 3B2' / 'Trainee - Data Conversion' with our organization. Your annual Cost-to-Company (CTC) will be Rs. 1,66,596 p.a. The break-up of the CTC will be provided to you along with your offer letter.

You will be informed of the exact date of joining closer to the start of your employment with TNQ.

Acknowledge this mail on or before April 22, 2021 to indicate your acceptance of this offer.

Please mention your preferred job location in the reply mail:-

- a) Chennai
- b) Coimbatore

We will try to take your preferences into account. However, the management reserves the right to assign you to any location based on the business requirements at the time.

We look forward to your joining us and building a successful career with TNQ. All the very best!

Feel free to write back to us for any clarifications.

NOTE: TNQ and preferred recruitment partners NEVER ask for 'Recruitment fees', 'Processing fees', 'Security deposits', or any other kind of money in exchange for offer letters or interview calls.

Thanks & Regards
Human Resources
TNQ Technologies Pvt. Ltd.
[LinkedIn](#) | [Twitter](#) | [Facebook](#)
T : +91 44 4596 4800 | tnq.co.in

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

LETTER OF APPOINTMENT

Date: 5th July 2021

Dear Aruna B

Employee ID: 1343

Further to your application for employment, and the subsequent interviews you had with us, we are delighted to offer you a position Executive - Online Sales Dept with Navia Markets LTD., on the following terms and condition:

1. Commencement of employment

Your employment will be effective from your date of joining, as on 5th - July -2021

2. Salary

Your Position will carry a CTC Compensation Rs: 208957/- (Rs: Two lakh eight thousand nine hundred fifty seven only) per annum, other details and benefits will be as set out in Annexure I, below.

3. Working Day/Hours

Monday to Friday the working hours are from [09.00 AM] to [06.00 PM] and on Saturday [on 1st, 4th, & 5th] the working hours are from [10.00 AM] to [05.00 PM], 2nd and 3rd Saturday's and Sunday's are Leave/Holiday.

The working hours are designed to meet and exceed customer requirement, if necessary the employee may be required to extend for additional hours depending on your responsibilities.

4. Leave/Holidays

You will be eligible for leave in accordance to leave policy.

5. Probation

You will be on probation for a period of Three months from the date of joining and the same will be reviewed at the end of three months. You will be confirmed in your appointment depending upon your performance and at the sole discretion of the Management.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Registered & Corporate Office

NAVIA MARKETS LIMITED

"Ganga Geetha" 10th & 5th Floor, No.9, Nungamboldivas High Road, Chennai - 600 034.

T: +91-44-3918 9449, Fax: 044-26214169, E-mail: support@tradeplusonline.com, www.tradeplusonline.com, CIN U65993TN1994PLC010167 "Tradeplus" is the online brand of Navia Markets Ltd.

Your Salary Details are mentioned below as Annexure I

COMPENSATION SHEET		
Emp Name	Aruna B	
Designation	Executive	
Department	Online Sales	
Date of joining	5 th - July - 2021	
Reporting Manager	Ms. Shalini- Deputy Manager	
	Salary Heads	
	Monthly	Annually
Basic	3000	36000
HRA	6750	81000
Special Allowance	5250	63000
Special Variable Allowance	As Per "Decide Your Pay" (DYP) scheme.	
Gross (A)	15000	180000
ESI Benefit @ 3.25% employer contribution	488	5850
PF-Employer contribution (12.5%)	1031	12375
Employer Contribution (C)	1519	18225
Paid leave (maximum limited to 12 days) ¹	500	6000
Annual Bonus (Monthly Basic) ²	250	3000
Gratuity Benefit (4.81% of basic) ³	144	1732
Total CTC (E)	17413	208957
Employee Contribution (B)	1103	13230
ESI Benefit @ 0.75% employee contribution	113	1350
PF-Employee contribution (12%)	990	11880
Net Amount (D = A-B)	13898	166770
Term Insurance (Sum Assured)	Rs. 2 Lakhs p.a	

Notes:

1. Paid leave can be encahed only if available at the end of the calendar year
2. The Annual bonus is provided for all confirmed employees and completed 6 months with the company
3. Gratuity benefit is provided where the employee resigns after providing continuous service for atleast 5 years.

For Tradeplus online brand of Navia Markets Ltd,

D ASHOK KUMER
Digitally signed by
D ASHOK KUMER
Date: 2021.07.15
14:28:52 +05'30'

D. Ashok Kumer
Manager - Humana Resources

B. Kalpana

I have carefully read the above offer of appointment. I have also read and understood all the HR policies of the company and I willingly and unconditionally accept this offer on the terms and conditions mentioned therein and shall agree to abide by the same.

I shall report for duty on 5/9/21

Place: 5/9/21
Chennai.

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073
B. Aruna
Signature

Registered & Corporate Office

NAVIA MARKETS LIMITED

'Ganga Griha' 4th & 5th Floor, No.9, Nungambakkam High Road, Chennai - 600 034.

T: +91-44 3918 9449, Fax: +91-44-28214159, E-mail: support@tradeplusonline.com, www.tradeplusonline.com, CIN: U55993TN1994PLC010167 "Tradeplus" is the online brand of Navia Markets Ltd.

Branch Office:

Golden rays business centre, Old no. 29 A, New no 53 A,
Lake view road, West Mambalam, Chennai 600 033.



Date: 10-Aug-2021

To,

Arunpathy N,

Appointment Letter

Tamil Nadu.

Dear Arunpathy,

With reference to your application and the subsequent interview you had with us, we have pleasure in appointing you as **Associate CS** effective from 10-Aug-2021 till 09-Aug-2021 the company however, reserves the right to change your designation and duties at any time at its discretion.

The appointment shall be subject to following terms and conditions: --

- a) Your Salary Structure shall be as per Annexure (A).

You will be placed at our client "Sutherland Global Services". Your employment is Co-Terminus to our contract with "Sutherland Global Services - Block A1, Shriram the Gateway, No:16, G S T Road, Perungalathur, Chennai - 600 063, India." The detailed job description shall be provided to you at the time of Joining.

- b) Your employment shall continue with "Sutherland Global Services" as long as our contract with "Sutherland Global Services" continues. In other words your appointment shall come to an end once our contract with "Sutherland Global Services" is terminated. Your probation period is for 3 months from your date of joining. Your employment may be terminated by the company either during the period of your probation or the extended period of probation by giving 15 days of written notice or salary in lieu of notice without assigning any reason whatsoever. Similarly you may also terminate the service by giving 15 days written notice or by depositing or adjusting your 15 days salary in lieu of notice. Also leaves will not be adjusted against the Notice recovery at the time of separation.
- c) In the event of your services being terminated for any reasons whatsoever or you're leaving the services of the company, you will be obliged to account in and return the property of the company such as, instruments, tools, books, and cash etc., held in your possession, custody or charge. Failure to do this will result in the company, with-holding your salary and deducting the value of such property there from and taking such other action, as may be deemed fit.
- d) During the period of your employment, you shall not take up the services or be employed elsewhere or do any work either on your own account or otherwise, other than of the company.

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 075.

ANNEXURE "A"

STATEMENT OF GROSS WAGES

Name : Arunpathy N

Designation : Associate CS

	Salary Heads	Monthly	Annually
A	Basic + DA	8500	78000
B	HRA	2600	31200
C	Other Allowances	542	6498
A+B+C = D	Fixed Pay	9642	115698
E	Variable Pay	3558	42697
D+E = F	Gross	13200	158395
G	PF (Emp. Cont.)	845	10140
H	ESI (Emp. Cont.)	99	1188
I	PT	208	2500
G+H+I = J	Total Deduction	1152	13828
F-J	Net Take Home	12047	144567
K	P.F. (Empr. Cont.)	915	10985
L	ESI (Empr. Cont.)	429	5148
K + L = M	Total (Empr. Cont.)	1344	16133
F+M = N	CTC	14544	174528

B. Kalpane
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
COMRIVAKKAM, CHENNAI-600 077**



HR Ref No: VDARTOL215947

June 09, 2021

Dear Aswini,

Welcome to VDart Group!

Thank you for exploring career opportunities with VDart Group. You have successfully completed our initial selection process and we are pleased to offer you a position of Associate-Global Finance with VDart Group, on the following terms and conditions

You will draw a CTC of **1,41,169 (One Lakh Forty One Thousand One Hundred And Sixty Nine Rupees Only)** per annum excluding statutory deductions

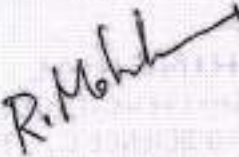
- You will be entitled to Leave, Gratuity, Medical Insurance etc. in accordance with the Law / Company Policy from time to time
- Your initial place of posting will be at VDart Technologies, No.199/90, Dr Radhakrishnan Salai Road, Dwarka Colony, Mylapore, Chennai - 600004 and your actual place of posting will be communicated to you later and you will report for duty on **June 16, 2021**
- This letter of offer is subject to completing other joining formalities as specified and also successful completion of BGV. In case if there are any discrepancies then the offer will be void based on company policy. Upon completion of above said a detailed appointment letter will be given within one week from your joining.
- Annexure 1 will cover the Compensation break-up and mandatory documents required for joining
- You are required to submit your PAN / Aadhar number to HR on your joining

We look forward to you joining with our team. We are sure that you will have a long, rewarding and fulfilling career with our company.

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

Thanking you,

Yours faithfully,


Mohana Sundaram
Assistant General Manager - H


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

Annexure 1

Please find below the detailed monthly compensation break up, excluding taxation

Salary Components	Monthly	Annual
Basic	7143	
HRA	2857	
Total Gross Salary (A)	10000	120000
EPF	857	
ESIC	325	
Gratuity	344	
Part - (B)	1526	18312
Monthly CTC (A+B)	11526	
Leave Encashment (C)		2857
Annual CTC (A+B+C)		141169

* PT will be deducted once in six months

* Deductions may vary subject to change in statutory rules

List of Mandatory documents to be submitted at the time of joining:

1. Relieving letter/ Service certificate from your previous employers (If previously employed)
2. UAN / ESIC Number (if previously employed)
3. Copy of last 3 months pay slip & form 16 or tax report (if previously employed)
4. Copies of educational certificates (10th/12th/Final Graduation Certificate or Diploma Certificate/Final PG certificate if applicable)
5. 4 copies of recent passport size photographs (2 with white background & 2 with blue background)
6. ID Proof copy, self-attested – (Aadhar / PAN Card / Passport /Driving License / Voter's ID)
7. Address Proof Copy, self-attested (Aadhar / Passport /Driving License / Voter's ID)

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

MAX MED LABORATORIES

LETTER OF EMPLOYMENT

Ms. ASHWINI S
Chennai

Dear Ashwini,

We are extremely happy to offer you the position of Lab Technician in our company Max Med Laboratories. Your interview with us on 03-03-2021 was a very intriguing experience.

As a Medical Laboratory Technician, your primary responsibility will be to perform laboratory tests on patient samples and report accurate and timely results. You will be responsible for performing a variety of tests such as haematology, microbiology, and clinical chemistry, among others. Your work will be essential in helping healthcare providers diagnose and treat diseases.

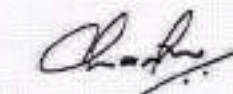
Your starting salary as a Lab Technician will be Rs.1,05,000 per annum which will be provided monthly via online mode. According to the company's policy, we will provide you with certain health benefits; the company will also provide you will a transportation allowance and a laptop for the recording and tabulation of the observational charts.

Please note that your position is entirely based on a contract between you and the company which on ending can terminate your position in the company. If this job meets your terms and conditions, please send in a signed letter within 15-03-2021, you may keep a copy of this letter for future reference. On receiving your signed letter, we will mail you the joining date.

We will be greatly delighted to have you on board, if you have any further queries, you can e-mail us at maxmedhring@gmail.com.

Thanking You,

Yours sincerely,



HR Manager

Candidate Signature:  on 10-3-21

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



No 12/284, Pillayar Kall Street, Chlona
Koduthuvancherry, Paraniyathur, Chennai-
600122 (Backside Of Chennai Bottles)



9797088410



maxmed@gmail.com

Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: ASMITHA.R.B

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear ASMITHA.R.B,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.**

ANNEXURE-1

Name : ASMITHA.R.B	Date : September 13, 2021	
Salary Grade : AT1		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		3,000
A. Base Salary (PA)	216,000	18,000
Annual Incentive	10,000	
B. Total Variable (PA)	10,000	
C. Total Target Cash (A+B)	226,000	
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	263,037	

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073



netrocon digital

March 05, 2021

Aswini N
19, Thirumalai Street,
Vanumpet,
Chennai, 600091

Dear Aswini,

Sub: Offer for the post of Content Writer

Further to your application and subsequent discussions between us, we are pleased to offer you the position of Content Writer.

You will be eligible for a salary of Rs. 2,20,000/- per annum. You will be on probation for the first 3 months and after 3 months based on your performance you will be confirmed for a fulltime position.

As agreed by you, you are requested to join us on 3rd June 2021.

- 1) You will need to sign an Employment Agreement with assurance to serve the Company for an agreed period of time.
- 2) You have to produce Copies of your educational certificates XII, UG (Mark sheet, Provisional and Convocation Certificate), PG (Mark sheet, Provisional, Degree Certificate), and Passport.
- 3) You are required to furnish the following, on or before joining:
 - Work experience certificates, Last drawn Pay slip, Form 16/salary certificate
 - Copy of Passport, Driving License, PAN card & Aadhar card.
 - Color Photos - 1 (Passport size) - scanned soft copy.

We look forward to your joining us at the set date. A scanned copy of this letter is to be returned duly signed as a token of your acceptance.

Thanking you,

Yours truly,

For Netrocon Digital,

Shirley Vincent,
Director

Accepted

Date of Joining: 05/05/21

N. Ashwini
Aswini N

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOVRIVAKKAM, CHENNAI-600 072

MAX MED LABORATORIES

LETTER OF EMPLOYMENT

Ms. ASWINI R
Chennai

Dear Aswini,

We are extremely happy to offer you the position of Lab Technician in our company Max Med Laboratories. Your interview with us on 03-03-2021 was a very intriguing experience.

As a Medical Laboratory Technician, your primary responsibility will be to perform laboratory tests on patient samples and report accurate and timely results. You will be responsible for performing a variety of tests such as haematology, microbiology, and clinical chemistry, among others. Your work will be essential in helping healthcare providers diagnose and treat diseases.

Your starting salary as a Lab Technician will be **Rs.1,05,000** per annum which will be provided monthly via online mode. According to the company's policy, we will provide you with certain health benefits; the company will also provide you will a transportation allowance and a laptop for the recording and tabulation of the observational charts.

Please note that your position is entirely based on a contract between you and the company which on ending can terminate your position in the company. If this job meets your terms and conditions, please send in a signed letter within **15-03-2021**, you may keep a copy of this letter for future reference. On receiving your signed letter, we will mail you the joining date.

We will be greatly delighted to have you on board, if you have any further queries, you can e-mail us at maxmedhring@gmail.com.

Thanking You,
Yours sincerely,

HR Manager

Candidate Signature:  on 9.3.21.

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



No 12/284, Pillayar Koil Street, Chinnu
Koduvancherry, Parasiipothur, Chennai-
600122 (Backside Of Chennai Bottles)



9797088410



maxmed@gmail.com

Date: 14-Dec-21

Dear Avinash.D,

Welcome to CSS. With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of Rs. **2,50,000/-** (Rupees Two Lakh Fifty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs. **2,26,000/-** (Rupees Two Lakh Twenty Six Thousand Only).
3. **Annual Variable Compensation.** Depending on your and company's performance, you would be entitled for an Annual Variable Compensation maximum of Rs. **24,000/-** (Rupees Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Hand Book which you can access in company's Intranet portal 'HIVE'. On your joining the company, you undertake to go through company's intranet and get familiar with all the applicable policies and processes of the company.
4. **Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.

B. Kaljane
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI - 600 073.

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com

Salary Working			
Designation: Trainee - Technical Support		Grade:	JL 1 B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	5,960	71,520
House Rent Allowance	50% of Basic Pay	2,980	35,760
Statutory Bonus	As per the Act	1,192	14,304
Special Allowance*	Balancing Component	7,131	85,566
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1,571	18,850
Total Guaranteed Compensation (TGC)		18,833	2,26,000
Variable Component			
Variable Performance Pay**			24,000
Gross Cost to Company (CTC)			2,50,000
Insurance Benefits			
Personal Accident Disability Insurance Cover			7,50,000
Personal Accident Death Insurance Cover			15,00,000
Group Term Life Insurance Cover			15,00,000
Employee Deposit Link Insurance Cover			7,05,000
Hospitalization Insurance for self (spouse & 2 dependent children)			2,00,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to 60 days Basic			
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com



BEEHIGHMEDIA

91-9940375056

www.beehighmedia.com
Info@beehighmedia.com

49, 9th Cross Street, Y Block,
Anna Nagar, Chennai 600040



March 17, 2021

Private and Confidential

Mr. Augustin D
Selaiyur, Chennai

Sub: Offer of Employment.

Dear AUGUSTIN D,

Further to our discussions, we are pleased to offer you the position with Bee High Media (BHM).

Position & Joining:

You shall be appointed as **Content Writer** with BHM. You are expected to join on or before **May 03, 2021** at 09.30 A.M. at the following location to complete your joining formalities. In the event of you not joining us on or before the said date, this offer will automatically stand withdrawn.

Your gross annual compensation is **Rs.1,80,000/-** (Rupees One Lakh and eighty thousand Only) per annum. Annexure I details about the compensation structure.

49, 9th Cross Street, Y Block, Anna Nagar, Chennai, Tamil Nadu 600040.

URL: <https://www.beehighmedia.com>

Compensation:

Please refer to Annexure I for the details as applicable to you. Your job title and compensation have been discussed with you and we have mutually agreed upon the same.

You will be employed at Bee High Media, Chennai.

You will be on probation for a period of six (6) months from the date of joining. During this period, the Company may conduct on-going reviews to assess your performance. Based upon the reviews, your employment would be confirmed in the company. In case of any extension in the

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLL. 2
GOWRIVAKKAM, CHENNAI - 600 073.



BEEHIGHMEDIA

91-9940375056

www.beehighmedia.com
info@beehighmedia.com

49, 9th Cross Street, Y Block,
Anna Nagar, Chennai 600040



ANNEXURE - I

Remuneration Details

Name: **Mr. Augustin D**

Designation : **Content Writer**

Components	Per Month Rs.	Per Annum Rs.
Monthly Consolidated Salary	15,000	1,80,000
Travel Allowance	-	-
Total Cost To Company	15,000	1,80,000

- You will be on probation for a period of 6 months and will be confirmed after that based on your performance.
- Your Annual CTC (including performance incentive) would be INR. 1,80,000/- (Rupees One Lakh and eighty thousand only) inclusive of all statutory deductions & contributions towards P.F, ESI, Professional/Personal Tax whenever applicable.
- All prerequisites and benefits in your salary plan shall be governed as per policy applicable to employees in the company and shall be governed by statutory guidelines and taxes as applicable. The other terms and conditions are normal and as specified in the company's rules and regulations.
- Incentive / Annual Bonus is based on employee performance, company performance, and is given at the discretion of the management.

Sowmya Shruthi C
Partner
Bee High Media

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

SAMTECH SOLUTIONS

15-May-2022

Balachandran P
Prince Shri Venkateshwara Arts and Science College

Dear Balachandran,

We are pleased to offer you the position of Web Developer at Samtech Solutions. This letter outlines the terms and conditions of your employment with our company.

1. Start Date and Employment Status:

Your start date will be **03-June-2022** and your employment status will be full-time, exempt.

2. Compensation:

Your starting salary will be **2,24,000** per year, paid on monthly basis. You will also be eligible for an annual performance-based bonus, to be determined by the company.

Your starting salary will be [Salary Amount] per year, paid on a bi-weekly basis. You will also be eligible for an annual performance-based bonus, to be determined by the company.

3. Benefits:

We offer a comprehensive benefits package, including:

- Medical, dental, and vision insurance
- Paid time off (PTO) and holidays.
- Flexible spending accounts (FSAs)
- Employee assistance program (EAP)

All benefits are subject to the terms and conditions of the plan documents.

4. Job Duties and Responsibilities:

As a Web Developer, your duties and responsibilities will include, but not be limited to:

- Developing and maintaining web applications and websites
- Collaborating with designers and other developers to create user-friendly, responsive web experiences
- Writing clean, efficient, and well-documented code
- Debugging and troubleshooting issues with web applications

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

SAMTECH SOLUTIONS

Participating in code reviews and contributing to team standards and best practices

5. Confidentiality and Non-Disclosure:

As an employee of Samtech Solutions, you will have access to confidential and proprietary information. You will be required to sign a confidentiality and non-disclosure agreement, which will prohibit you from disclosing any confidential or proprietary information without the company's prior written consent.


6. Termination:

Your employment maybe terminated by either party, without reasons, by giving the other in writing no less than 90 days' prior notice. The Company reserves the right to pay or recover salary in lieu of notice period at the sole discretion of the Company. Further, the Company may at its sole discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period.

Please let us know if you have any questions or concerns regarding the terms and conditions outlined in this letter. If you accept this offer, please sign, and return a copy of this letter to our HR department.

We look forward to having you join our team.

Sincerely,



Kannaki S

**Manager - Human resources
Samtech Solutions**

Agreed and Accepted by



Balachandran P

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

F2, Giri Apartments, Behind IOB, Virugambakkam,
Chennai - 600 092, Tamil Nadu,
E-mail: Indiasamsolutions@hotmail.com

Letter of Intent

Dear Balaji V,
B.Com,
Prince Shri Venkateshwara Arts and Science College

We are pleased to inform you of our intent to offer you the position of 'Trainee - 3B2' / 'Trainee - Data Conversion' with our organization. Your annual Cost-to-Company (CTC) will be Rs. 1,66,596 p.a. The break-up of the CTC will be provided to you along with your offer letter.

You will be informed of the exact date of joining closer to the start of your employment with TNQ.

Acknowledge this mail on or before **April 22, 2021** to indicate your acceptance of this offer.

Please mention your preferred job location in the reply mail:-

- a) Chennai
- b) Coimbatore

We will try to take your preferences into account. However, the management reserves the right to assign you to any location based on the business requirements at the time.

We look forward to your joining us and building a successful career with TNQ. All the very best!

Feel free to write back to us for any clarifications.

NOTE: TNQ and preferred recruitment partners NEVER ask for 'Recruitment fees', 'Processing fees', 'Security deposits', or any other kind of money in exchange for offer letters or interview calls.

Thanks & Regards
Human Resources
TNQ Technologies Pvt. Ltd.
[LinkedIn](#) | [Twitter](#) | [Facebook](#)
T : +91 44 4596 4800 | tnq.co.in

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOVINDAVAKKAM, CHENNAI-600 073.



APPOINTMENT LETTER

03 August, 2021

Dear **Balaji E,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE I

Name	Balaji E
Designation	Processor
Date Of Joining	25 August, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



APPOINTMENT LETTER

05 October, 2021

Dear **Balamurugan V,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 077

ANNEXURE I

Name	Balamurugan V
Designation	Processor
Date Of Joining	19 October, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable laws.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

CONFIDENTIAL
Date: 17th March, 2021

Dear **BALAMURUGAN V**,

Based on our recent discussion with you, we are pleased to extend an offer to join Higa Digital Pvt. Ltd. (The Company). This letter officially confirms the offered terms of your employment with The Company.

Your detailed salary structure will be as per Annexure 1 - Compensation Details. It includes allowances and statutory benefits and will be structured in accordance with The Company's policy.

The standard "Terms of Employment" will govern your employment with Higa Digital Pvt. Ltd.

On successful completion of the onboarding process, you will be taken through a 1-day induction process to understand the day-to-day activities.

Job Title: Associate Social Media Specialist

Place of Employment: Social Panga, No 9, 100 ft Road, 17th A Main Road, 2nd & 3rd Floor, Above Nature's Basket, Opp Sukh Sagar Restaurant, Koramangala 5th Block, Bengaluru - 560095.

Work Timings: 10:00 AM to 7:30 PM

Date of Joining: 03rd May, 2021

Probation Period: 3 months from the date of joining.

Notice Period: 2 Months from the date of resignation.

Holidays: As per Company Policy

Working Days: Monday to Friday

Please note, Date of Joining is subject to change based on external circumstances.

If you are agreeable to these terms, please send us your acceptance through email. Wish you all success in your career.

We look forward to having you join the Army and wish you the very best.

Regards
Higa Digital Pvt. Ltd.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.



Annexure 1 - Compensation Details

Per Annum Compensation Details	Amount (INR)
Basic	1,95,000
HRA [^]	78,000
Conveyance	14,916
Medical Compensation	12,084
Total Compensation	3,00,000

Apart from this, you will be eligible to receive other benefits as per Company policy.

[^] HRA – Generally, the amount not taxable will be the least of the three: 40 % of Basic, HRA Received, and Rent less than 10 % of Basic.

Annexure 2 - Terms & Conditions of Employment

- Non-disclosure and Non-use Obligations: Recipient will maintain in confidence and will not disclose, disseminate or use any Confidential Information belonging to The Company, whether or not in written form. Recipient agrees that Recipient shall treat all Confidential Information of The Company with at least the same degree of care as Recipient accords their own confidential information.
- Conflict of Interest: You are required to engage yourself exclusively in the work assigned by Social Panga and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express consent of Social Panga (Higa Digital Pvt. Ltd).
- You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Social Panga (Higa Digital Pvt. Ltd).
- It will be upon discretion of Social Panga to extend the employment on completion of probation period & is not under any obligation to extend the offer.
- You are entitled to take 21 leaves per calendar year (e.g. annual leave, personal leave, compassionate leave, parental leave, community service leave etc.).
- You will be entitled to take 1-day leave per month during your probation period and notice period other than designated holidays. No work from home is allowed during probation or notice period
- If you join post the 15th of the month, your salary will be credited along with the next month's salary as arrears.
- All the work done by the recipient will be a property of Higa Digital Pvt. Ltd. and the recipient cannot showcase as their own creative or copywriting portfolio.
- It is employee responsibility for any damage to employer property like laptop or any infrastructure issue & lawful deductions will be applicable.

B. Kalpani
PRINCIPAL
PRINCE BHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
KAWRIVAKKAM, CHENNAI - 600 029.



Date: September 13, 2021
Ref: LTI/HR/Campus/NE1/2021
Name: BANUMATHI. D
College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear BANUMATHI. D,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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**

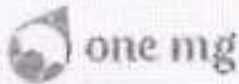
Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

ANNEXURE-1

Name	: BANUMATHE. D	Date	: September 13, 2021
Salary Grade	: AT1		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		3,000	
A. Base Salary (PA)	216,000	18,000	
Annual Incentive	10,000		
B. Total Variable (PA)	10,000		
C. Total Target Cash (A+B)	226,000		
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	263,037		

B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



21st June 2021

Sub: Offer Letter

Dear Mr. Bharath P G,

We are pleased to offer you the position of "Junior Copywriter" at One MG, Chennai.

Your Cost to Company (CTC) will be **Rs. 18,000/- (Rupees Eighteen Thousand only)** per month for the first three months. Post completion of three months, it will be revised to **Rs. 20,000/- (Rupees Twenty Thousand Only)** per month, solely based on your performance. The monthly payout would be as per the Annexure 1.

Monthly take home salary will however be calculated post TDS deduction, if applicable for your salary bracket based on the government regulations. A TDS certificate will be provided at the end of every financial year. TDS deducted will be based on the choice of tax regime declaration provided by you. Please refer to the salary breakup attached as Annexure 1.

All salary reviews are performance based & will happen annually. Performance would be measured, based on One MG's performance Evaluation process. Please refer to the performance evaluation form attached as Annexure 2.

A. Key Responsibilities

1. Ideate with creative team to create new, innovative concepts for our existing clients and in pitches and other sales pursuits.
2. Writing Copy to create compelling brand stories across projects involving brand identity design, Advertising campaigns on print, television and digital, Collateral design like brochures, websites etc.
3. Proactively partner with other visual designers, web developers, copy writers, account executives, and other team members for effective execution of ideas.
4. Estimate with project managers and client executives, schedules, roadmaps, and other operational details to successfully track and drive projects. You'll be expected to deliver quality work on time.
5. Up-skill to drive success through proactive strategic thinking and ideas execution across digital channels for our clients

B. Work Schedule

1. Your work shift is minimum 10 hours per day from 10 AM – 08:00 PM five days a week, Monday to Friday. You have an option to take two breaks in a day. A 45-minute break for lunch (usually between 13:00 – 15:00 hrs.) and a 30-minute break for Tea (between 17:00 – 18:00 hrs.) We do not allow more than two breaks in a day. Failure to maintain the work shift on continuous basis can lead to loss of pay.
2. In case you are taking a sick leave or an emergency leave, the same should be informed to us before 08:30 AM on the same day.
3. For any casual leaves or planned holidays, you will need to apply for permission at-least 5 working days in advance.
4. Any forced holidays due to natural calamities like floods/earthquakes etc. will be compensated for.

C. Leave Policy

1. You are entitled to one paid leave in a month, on permission basis, post completion of three months.
2. In-case the paid leave is not availed in the respective month, it will get carried over up-to 12 months.
3. Un-availed paid leave's will be compensated at the end of 12 months.
4. All other government and public holidays are provided based on the standard holiday calendar at One MG. The same will be e-mailed to you post completion of induction.

Office
23 North Beach Road,
Marina Apartments,
Chennai - 605 003

Phone
+91 44 4554 6003

Office
181 3A Sector 51
Gurgaon - 122046

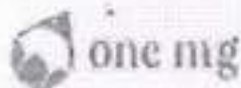
Phone
+91 9640 24409

Office
6701 Devendra Road,
Surya 106, New Delhi,
25 17006

Phone
+91 11 2636 3637

Website
www.onemg.com
New Delhi: hr@onemg.com
Mumbai: hr@onemg.com/one-mg

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



b) Participate in the solicitation of any employee of the Company to terminate his employment with the Company or to directly or indirectly participate in the solicitation of work on any account of the Company on which you worked, supervised, or participated in soliciting at any time during the one-year period prior to the date of termination of your agreement.

- H. **Termination of Services:** You shall retire from the service of the Company upon attaining the age of 65 years. Notwithstanding the above your service with the Company may be terminated at any-time, after confirmation, by giving written notice of 60 days or payment of two month's salary in lieu thereof. Provided further you shall be entitled to resign from the services of the Company by giving written notice of 90 days or at the discretion of the Company by payment of one month's basic salary in lieu thereof."
- I. **Salary Review:** Your performance and salary will be reviewed as per the company's appraisal policy in the month of April every year or one year from the date of last appraisal, whichever is later. The company reserves the right to change the effective date of increment without assigning any reasons.
- J. **Acceptance:** If the above terms and conditions of the employment hereof is acceptable to you, please sign on the duplicate copy in token of your having accepted the same.

One MG looks for a long-term association with all its employees & we expect the same from you. Again, congratulations and welcome to the One MG family.

Annexure 1
Salary Break up for Mr. Bharath P G

#	Description	Salary (First 3 months)	Salary (Month 4 - 12)
1	Basic Salary	9,000	10,000
2	Housing Rental Allowance	4,500	5,000
3	Travel Allowance	1,600	1,600
4	Other Allowances (Medical, Special Allowances)	2,900	3,400
	Total (per month)	18,000	20,000
	TDS deduction as applicable		

Note: TDS calculation are based on the government regulations for FY 2020 - 21 and based on the choice of the tax regime. A declaration indicating your choice of tax regime needs to be provided. Final TDS computation after completion of the induction formalities.

Yours sincerely
For One MG
Nishant Rastogi

Director of Possibilities

Employment offer accepted;


Mr. Bharath P G

Date of Acceptance: 21/6/21

Date of Joining: 23rd June 2021


PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

23, North Ring Road,
Housing Apartments,
Chennai - 60

+91 44 4254 4144

101 SR, Sector 58
Gurgaon - 122046

+91 9442029408

4756 Deyar, Deyar Road,
Seyyidpet, Chennai
600 039

+91 771 244 2017

www.onemg.com
recruitment@onemg.com
hr@onemg.com

MAX MED LABORATORIES

LETTER OF EMPLOYMENT

Ms. BHAVANI M
Chennai

Dear Bhavani,

We are extremely happy to offer you the position of Lab Technician in our company Max Med Laboratories. Your interview with us on 03-03-2021 was a very intriguing experience.

As a Medical Laboratory Technician, your primary responsibility will be to perform laboratory tests on patient samples and report accurate and timely results. You will be responsible for performing a variety of tests such as haematology, microbiology, and clinical chemistry, among others. Your work will be essential in helping healthcare providers diagnose and treat diseases.

Your starting salary as a Lab Technician will be **Rs.1,05,000** per annum which will be provided monthly via online mode. According to the company's policy, we will provide you with certain health benefits; the company will also provide you will a transportation allowance and a laptop for the recording and tabulation of the observational charts.

Please note that your position is entirely based on a contract between you and the company which on ending can terminate your position in the company. If this job meets your terms and conditions, please send in a signed letter within **15-03-2021**, you may keep a copy of this letter for future reference. On receiving your signed letter, we will mail you the joining date.

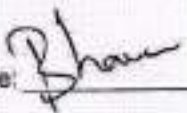
We will be greatly delighted to have you on board, if you have any further queries, you can e-mail us at maxmedhrdn@gmail.com.

Thanking You,

Yours sincerely,



HR Manager

Candidate Signature: 

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

on 9.3.21



No 12/784, P/Baiyer Kall Street, Chinn
Kolathuvancherry, Parangipettai, Chennai-
600122 (Backside Of Chennai Belfies)



9797088410



maxmed@gmail.com

Date: September 13, 2021

Ref: LTI/HR/Campus/NE1/2021

Name: BHAVANI R

College: Prince Shri Venkateshwara Arts and science College

OFFER OF EMPLOYMENT

Dear BHAVANI, R,

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

During the initial training period of 12 months, your CTC including all benefits will be Rs.2,63,037/- 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 actively participate in such programs and add maximum value to your professional and personal growth.

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 details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE-1

Name	: BHAVANI. R	Date	: September 13, 2021
Salary Grade	: AT1		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		3,000	
A. Base Salary (PA)	216,000	18,000	
Annual Incentive	10,000		
B. Total Variable (PA)	10,000		
C. Total Target Cash (A+B)	226,000		
Provident Fund (PF)	21,600	1,800	
Gratuity	8,664	722	
MediclaIm Premium	6,773		
D. Retirals & Other Benefits	37,037		
Cost to Company (CTC) C+D	263,037		

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073



APPOINTMENT LETTER

05 October, 2021

Dear **Bhavani G,**

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

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Chennai**. 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 **Rs 102054**. 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.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ANNEXURE I

Name	Bhavani G
Designation	Processor
Date Of Joining	19 October, 2021
Level	AA
Basic	102054
House Rent Allowance	51027
Bonus	20411
WBP	51083
PF	18353
Gratuity	4909
ESI	7299
Target Cost To Company (per Annum)	255136

**Provident fund- Where basic is higher than INR 15,000 p.m.- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000 p.m.- Minimum of 12% of (Basic + WBP + Additional (where applicable) or INR 1800 p.m.

**You may be entitled to Shift Bonus as per applicable policies. The said Shift Bonus may range from Rs. 0 to Rs.1250 per month for domestic accounts and from Rs. 0 to Rs. 2500 per month for international accounts. The Shift Bonus shall be subject to applicable taxes.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 071

2 May, 2021

Bhuvaneendran P
Chennai

Dear **Bhuvaneendran,**

Congratulations! We are happy to offer you the position of **Management Trainee - Sales** in our company, PickYourTrail. PickYourTrail is a travel technology company, which aims to change the way people experience vacations. We hope that your contribution will enable us to cross many frontiers together.

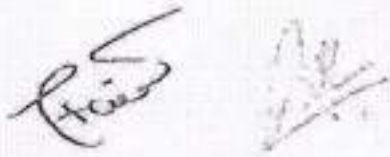
This Letter of Invitation includes Details of Compensation and Annexure as listed below:

Annexure 1: Terms and Conditions
Annexure 2: Compensation Details

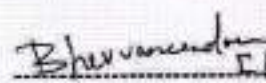
To accept this offer, please sign and return one copy of this offer letter and annexure and retain the other copy for your records. We request you to keep this offer letter confidential. In case you do not return the accepted and signed copy of this offer letter within 7 working days, the offer may stand withdrawn. The Company reserves the right to withdraw the offer made to you, before your acceptance, without providing any reasons to you.

Welcome to PickYourTrail Family! We wish you a long and fruitful career ahead. Yours

Sincerely,



Hari Ganapathy & Srinath Shankar
Founder(s) - PickYourTrail


[BHUVANEENDRAN]
Acceptance Name

PRINCIPAL


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 072

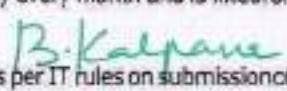
ANNEXURE 2: Compensation Details
Compensation Package

Salary Head		
Particulars	Annual Compensation	Monthly Compensation
Fixed Component		
Basic	108000	9000
HRA	54000	4500
Conveyance Allowance	20000	1667
Medical Allowance	15000	1250
Mobile Reimbursement	18000	1500
Internet Reimbursement	18000	1500
Special Allowance	15400	1283
Employer PF contribution (E)	21600	1800
Fixed Component Total (A)	270000	22500
Variable Component (Per Quarter)		
Variable pay	115714	9643
Variable Component Total (B)	115714	9643
Gross Component (A+B)= (C)	385714	9843
Deductions		
Employee's Contribution PF	21600	1800
Professional Tax	2500	208
Total Deductions (D)	24100	2008
Net Salary with Variable	340014	28335
Net Salary with W/O Variable	224300	18692

[Note: Variable Pay will not be applicable during your probation period of 3 months]

Basic: This is a fixed monthly component of your salary and is taxable. It will not vary every month and is fixed for a particular period.

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


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 077
 careers@pickyourtrail.com

MAX MED LABORATORIES

LETTER OF EMPLOYMENT

Ms. BHUVANESWARI R
Chennai

Dear Bhuvaneshwari,

We are extremely happy to offer you the position of Lab Technician in our company Max Med Laboratories. Your interview with us on 03-03-2021 was a very intriguing experience.

As a Medical Laboratory Technician, your primary responsibility will be to perform laboratory tests on patient samples and report accurate and timely results. You will be responsible for performing a variety of tests such as haematology, microbiology, and clinical chemistry, among others. Your work will be essential in helping healthcare providers diagnose and treat diseases.

Your starting salary as a Lab Technician will be **Rs.1,05,000** per annum which will be provided monthly via online mode. According to the company's policy, we will provide you with certain health benefits; the company will also provide you will a transportation allowance and a laptop for the recording and tabulation of the observational charts.

Please note that your position is entirely based on a contract between you and the company which on ending can terminate your position in the company. If this job meets your terms and conditions, please send in a signed letter within **15-03-2021**, you may keep a copy of this letter for future reference. On receiving your signed letter, we will mail you the joining date.

We will be greatly delighted to have you on board, if you have any further queries, you can e-mail us at maxmedhring@gmail.com.

Thanking You,
Yours sincerely,



HR Manager

Candidate Signature: Bhuvaneshwari on 9.3.21

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
CHENNAI 600 072



No 12/284, Pillayar Koll Street, Chinnai
Koluthuvanaherry, Paraniapur, Chennai-
600122 (Backside Of Chennai Bottles)



9797088410



maxmed@gmail.com



netrocon digital

March 12, 2021

Bhuvanewari. S
14, Rajiv Gandhi Nagar,
Tambaram,
Chennai, 600045

Sub: Offer for the post of Business Development Associate

Further to your application and subsequent discussions between us, we are pleased to offer you the position of **Business Development Associate**.

You will be eligible for a salary of **Rs. 2,20,000/-** per annum. You will be on probation for the first 3 months and after 3 months based on your performance you will be confirmed for a fulltime position.

As agreed by you, you are requested to join us on **3rd June 2021**.

- 1) You will need to sign an Employment Agreement with assurance to serve the Company for an agreed period of time.
- 2) You have to produce Copies of your educational certificates XII, UG (Mark sheet, Provisional and Convocation Certificate), PG (Mark sheet, Provisional, Degree Certificate), and Passport.
- 3) You are required to furnish the following, on or before joining:
 - Work experience certificates, Last drawn Pay slip, Form 16/salary certificate
 - Copy of Passport, Driving License, PAN card & Aadhar card.
 - Color Photos – 1 (Passport size) – scanned soft copy.

We look forward to your joining us at the set date. A scanned copy of this letter is to be returned duly signed as a token of your acceptance.

Thanking you,

Yours truly,

For **Netrocon Digital**,

Shirley Vincent.
Director

Accepted

Date of Joining:

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

S. Bhuvaneshwari

Bhuvanewari. S

Cognizant

Letter of Intent (LOI)

Superset ID: 16394828

March 19, 2021

Dear Bhuvaneshwari S,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be Programmer Trainee. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be INR 251,999/-. This includes an annual incentive target of INR 12,000/-. This amount may vary depending on individual and Cognizant's performance. The detailed information on compensation and benefits will be provided in your Offer Letter.

This LOI expresses only our intent to enter into a definitive Employment Agreement, subject to completion of all hiring formalities and procedures. This document does not confer any rights or obligations upon you and Cognizant, and as such does not constitute any contractually binding relationship between you and Cognizant.

This LOI from Cognizant is valid for 1 week from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered for purposes of joining Cognizant. For all onboarding formalities, the definitive Employment Agreement is required.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link.

Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).

<https://campus2.cognizant.com/Pages/Prelogin>

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd. Maya Sreekumar

Vice President - Human Resources

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

URJITA ELECTRONICS PRIVATE LIMITED

+91-9446253147

urjitaelectronics@gmail.com

01st Sep 2020

Ref: UEPL/7125

APPOINTMENT LETTER

Ms. BHUVANESWARI V

Prince Shri Venkateshwara arts and science college
Chennai.

Dear BHUVANESWARI,

Congratulations! We are pleased to announce that you have been appointed as a Trainee – Operations Executive with Urjita Electronics Private Limited in Grade S1 as a result of your campus recruitment for employment with us.

Your total annual CTC salary will be Rs. 220,500/- (Rupees Two Lakhs Twenty Thousand Five Hundred only). For the avoidance of doubt, your remuneration information and associated statistics rely on your company's job band and business vertical.

The following are the terms and conditions of our offer to hire you:

1. Date of Commencement:

Your employment with the Company shall commence on September 14, 2020.

2. Location:

You will be employed in Chennai, India. However, Urjita Electronics Private Limited reserves the right to transfer or use your services to any of its unit(s), department(s), office(s), work sites, connected or affiliated firms in India or outside India at any time, subject to the terms and conditions in effect at the time of transfer.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

Nehru Nagar, Tambaram, Chennai, 600045

URJITA ELECTRONICS PRIVATE LIMITED

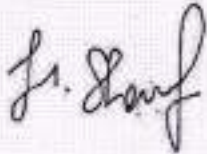
+91-9446253147

urjitaelectronics@gmail.com

As a token of your acceptance of this offer, kindly email us your acceptance on or before 05th September 2020.

We welcome you to the Urjita Electronics Private Limited family and wish you a rewarding career over the years to come.

Yours sincerely,



HR Manager

P. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 077