

# NOVOCURA TECH HEALTH SERVICE

## LETTER OF INTENT

April 26, 2022

NIVETHA U  
PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Dear Nivetha,

We are pleased to offer you the position of Health Care - Executive at Novocura Tech Health Service through our campus selection process. We believe that your skills and knowledge in the field of healthcare make you a strong candidate for this role.

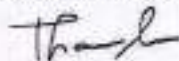
Your responsibilities as an executive will include reviewing medical records, assigning codes to diagnoses and procedures, and ensuring compliance with patients and billing regulations. You will also be responsible for communicating with healthcare providers to clarify diagnoses and procedures as necessary.

Your salary for this position will be Rs.1,07,000 and you will be eligible for our benefits package. Your start date will be 15<sup>th</sup> of June 2022.

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to [campuswithnovo@gmail.com](mailto:campuswithnovo@gmail.com)

We are excited to have you join our team and look forward to working with you.

Yours Faithfully,



Thara Chopra

Director – Human Resources

*B. Kalpana*  
**PRINCIPAL**  
PRINCE SHRI VENKATESHWARA  
ARTS AND SCIENCE COLLEGE  
GOWRIVAKKA M. CHENNAI-600 077



Novocura Tech Health Service

[novo@novocurateshsv.com](mailto:novo@novocurateshsv.com)

Novocura Tech Health Service  
Gowrivaikam - 600077



**SOCIAL  
BEAT**  
ROI Driven Digital Marketing

BANGALORE | CHENNAI | GURUGRAM | MUMBAI

Date: April 22, 2022

**OFFER & APPOINTMENT LETTER**

To,  
Nivetha P

Dear Nivetha,

We are glad to inform you that, upon acceptance of this offer, you will be appointed as **Social Media Specialist (Chennai)** as per terms and conditions discussed and agreed upon as under:

1. You are expected to join Social Beat on or before June 06, 2022 and your appointment will be effective from the date of your joining.
2. Your monthly salary and annual salary details are included as an Annexure 1 to this letter. Your annual CTC will be ₹ 385600 which includes an annual bonus of ₹ 28000 payable at the completion of a year.
3. **Induction:** You will undergo a 2-3 day induction/training to familiarize you with the various services/solutions of Social Beat
4. Your future increments or promotion or any other salary increase shall be based on merit/grades considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time at the discretion of the management and shall not be considered merely as a matter of right.
5. You will be on probation for a period of three months during which the leave policy will not be applicable. After successful completion of your probation, your services as a permanent Team Member will be confirmed in writing. You are eligible to avail 1 leave per month during your probation, which is a part of your Annual Leave Balance.
6. You may end your employment by giving two months' notice (for confirmed Team Members) or 30 days of notice (for Team Members on probation), or Social Beat may terminate your employment by giving you 15 days' notice, in lieu thereof. Team Members on probation can have their service terminated by Social Beat without any prior notice. You are eligible to avail 1 leave per month during your notice period, which is a part of your Annual Leave Balance
  1. During the notice period, you will ensure that all the assigned work has been completed / handed over to the satisfaction of Social Beat before you are

326, Fountain Plaza, 6<sup>th</sup> Floor,  
Pantheon Road, Egmore, Chennai-600008.

☎ : 044 4206 5648

🌐 : [www.socialbeat.in](http://www.socialbeat.in)

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



23-Jul-2022

Dear NIVETHA U,

We are pleased to offer you the position of FINANCIAL SERVICES CONSULTANT at Level - 1 of our Company.

Components	Components Rs. Per annum
Basic	81,000
Supplementary Allowance	99,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	3,894
Flexible Compensation Pay	57,506
<b>Total Fixed Pay</b>	<b>270000.00</b>

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.

Registered Office : ICICI Prudential Life Insurance Company Limited  
ICICI PruLife Towers, 3089, Appasaheb Marathe Marg, Prabhadevi, Mumbai - 400 025, India.  
Tel.: 4039 1600, 6644 1600 - Fax: 2437 6638 - Visit us at: www.iciciprulife.com  
CIN : U66010MH2000PLC127837

*B. Kalpana*  
**PRINCIPAL**

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



**Annexure 1: Cost to Social Beat**

Name	Nivetha P	
Position	Social Media Specialist	
Expected DoJ	June 06, 2022	
Component	Monthly	Annual
Basic	₹ 15000	₹ 180000
HRA	₹ 6000	₹ 72000
Conveyance	₹ 1600	₹ 19200
Special	₹ 5400	₹ 64800
<b>Sub Total (A)</b>	<b>₹ 28000</b>	<b>₹ 336000</b>
Annual Bonus		₹ 28000
<b>Sub Total (B)</b>	<b>₹ 0</b>	<b>₹ 28000</b>
Employer PF Contribution (12%)	₹ 1800	₹ 21600
Employer ESI Contribution (3.25%)	₹ 0	₹ 0
<b>Sub Total (C)</b>	<b>₹ 1800</b>	<b>₹ 21600</b>
<b>Total</b>	<b>₹ 29800</b>	<b>₹ 385600</b>

In addition you are eligible for a Group Health Insurance Coverage of 2 Lakh INR

*B. Kalpana*  
**PRINCIPAL**

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

Signature 

Name: **P. NIVETHA**

Date: **22/4/2022**





July 04, 2022

Padmasri S  
NO: 18E/52, THROWPATHY AMMAN KOVIL,  
CHENNAI-600042

Dear Padmasri,

We refer to the discussions you had with us and are pleased to offer you a position in Flextronics Technologies India Private Limited (here in after referred to as "Company") as Technician - GBS Engineering in Grade 22. You will be working in Night shift and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on July 15, 2022 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd Global  
Business Services, 6th Floor, Campus 5, RMZ  
Millennia Business Park, No. 143, Dr. MGR  
Road,  
Kandanchavadi, Chennai - 96.

Your Target Cash will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your TTC. . Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to Rajesh Kumar Rajappan, Manager - GBS Engineering on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
For Flextronics Technologies (I) Pvt. Ltd.  
Global Business Services

Yathi Venkatesh Human

Resources

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

You are required to submit the requisite documents & proofs of successful completion of your graduation course within 6 months of joining the organization.

We look forward to your joining the company and wish you a long and successful career with the organization.

Best Regards,

*Subhashish Banerji*

Subhashish Banerji  
Executive Vice President  
Human Resources  
ICICI Prudential Life Insurance Co. Ltd.

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



## ANNEXURE 1

Name: Padmasri S

Designation: Technician - GBS Engineering

Grade: 22

Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
D	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

Flexible Benefits Plan: →

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) – Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) – You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization.\*

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

23-Jul-2022

Dear PARTHASARATHY T R,

We are pleased to offer you the position of FINANCIAL SERVICES CONSULTANT at Level - 1 of our Company.

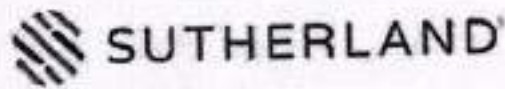
Components	Components Rs. Per annum
Basic	81,000
Supplementary Allowance	99,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	3,894
Flexible Compensation Pay	57,506
<b>Total Fixed Pay</b>	<b>270000.00</b>

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.





June 06, 2022

Dear Patchalyappa S,

**Congratulations! We welcome you to the family of Sutherland!**

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us **on or before June 13, 2022** on the following terms and conditions.

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

Your emoluments by way of Annual Cost to the Company is **Rs.225,000.00 /-** per annum (Rupees Two Lakhs Twenty Five Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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

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

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

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules,

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

You are required to submit the requisite documents & proofs of successful completion of your graduation course within 6 months of joining the organization.

We look forward to your joining the company and wish you a long and successful career with the organization.

Best Regards,

*Subhashish Banerji*

Subhashish Banerji  
Executive Vice President  
Human Resources  
ICICI Prudential Life Insurance Co. Ltd.

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



# flex

July 04, 2022

Pavithra A  
NO: 40, METRO FLATS,  
CHENNAI-600073

Dear Pavithra,

We refer to the discussions you had with us and are pleased to offer you a position in **Flextronics Technologies India Private Limited** (here in after referred to as "Company") as **Technician - GBS Engineering in Grade 22**. You will be working in Night shift and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on July 15, 2022 at 8.30am at our Chennai office. The address is:

**Flextronics Technologies India Pvt. Ltd Global Business Services, 8th Floor, Campus 5, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi, Chennai - 96.**

Your Target Cash will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your TTC. Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to **Rajesh Kumar Rajappan, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
For **Flextronics Technologies (I) Pvt. Ltd.**  
Global Business Services

**Yathi Venkatesh Human**

Resources

Corp. Off: RMZ Millennia Business Park, 7th Floor, Campus 5, No. 143 Dr. MGR Road, Kandanchavadi, Chennai - 600096, India | +91-44-8625 1200 Main | +91-44-22542250 Fax  
Regd. Off: Plot No 3, Phase II, SPOOT Industrial Park, Sandovalu C Village, Sirperumbudur Taluk, Kanchipuram Dist. | Tel: +91-44-6710 8000  
[www.flextronics.com](http://www.flextronics.com) | CIN-U21909TN2901PTC070738

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



**Sutherland Global Services Private Ltd.**  
**Annexure**

**Name of the Employee:**  
Patchaiyappa S  
**Designation:** Associate-CS  
Internet  
**Date of Joining:** June 13, 2022  
**Level:** 1

Components	Rs. Per month	Rs. Per annum
<b>FIXED PAY (A)</b>		
Basic Salary	5,234.00	62,812.00
House Rent Allowance	2,617.00	31,406.00
Bonus	1,907.00	22,879.00
Medical Reimbursement	1,250.00	15,000.00
Special Allowance	3,197.00	38,366.00
<b>SKILL BASED PAY (B)</b>		
Skill Based Pay	750.00	9,000.00
<b>Gross Salary (A + B)</b>	14,955.00	179,463.00
<b>PERFORMANCE INCENTIVE (C)</b>		
Performance Incentive	2,750.00	24,750.00
<b>STATUTORY BENEFITS AND INSURANCE (D)</b>		
Employer's Contribution to PF	1,481.00	17,767.00
Gratuity	252.00	3,020.00
<b>CTC (A + B + C + D)</b>	18,750.00	225,000.00
Net Salary (Gross-PF-ESI)	13,363.00	160,350.00
Potential Earning (Net Salary + Performance Incentive)	16,113.00	185,100.00

Performance Incentive	<p>You will become eligible for PI, after completion of 2 calendar months from your start date at Sutherland. Your PI will be paid against achievement on the target/s set by the company, on a time to time basis. PI is processed and paid 60 days from the completion of the performance period.</p> <p><b>Example 1:</b> If DOJ on 1st of any Month, then PI eligibility would be from 3rd Month and paid along 5th Month Salary</p> <p><b>Example 2:</b> If DOJ is on 2nd onwards of any Month, then PI eligibility would be from 4th Month and paid along 6th Month Salary</p>
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Gratuity	<p>Gratuity amount shall be payable only on completion of 5 years of continuous service with Sutherland and available at the time of Final Settlement of Accounts</p>
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**PRINCIPAL**  
SRI VENKATESHWARA  
ANAND SRI VENKATESHWARA COLLEGE  
GOWRIVAKKAM, CHENNAI 600 074



## ANNEXURE 1

Name: Pavithra A  
 Designation: Technician - GBS Engineering  
 Grade: 22  
 Compensation Structure:

	Component	Annual (INR)	
A	Basic	89,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
B	P.F.*	21,240	Employer Contribution
C	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
D	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

### Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) - Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) - You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization.

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

Date: April 25, 2022

**OFFER & APPOINTMENT LETTER**

To,  
Pavithra D

Dear Pavithra,

We are glad to inform you that, upon acceptance of this offer, you will be appointed as **Social Media Specialist ( Chennai )** as per terms and conditions discussed and agreed upon as under:

1. You are expected to join Social Beat on or before June 06, 2022 and your appointment will be effective from the date of your joining.
2. Your monthly salary and annual salary details are included as an Annexure 1 to this letter. Your annual CTC will be ₹ 385600 which includes an annual bonus of ₹ 28000 payable at the completion of a year.
3. **Induction:** You will undergo a 2-3 day induction/training to familiarize you with the various services/solutions of Social Beat
4. Your future increments or promotion or any other salary increase shall be based on merit/grades considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time at the discretion of the management and shall not be considered merely as a matter of right.
5. You will be on probation for a period of three months during which the leave policy will not be applicable. After successful completion of your probation, your services as a permanent Team Member will be confirmed in writing. You are eligible to avail 1 leave per month during your probation, which is a part of your Annual Leave Balance.
6. You may end your employment by giving two months' notice (for confirmed Team Members) or 30 days of notice (for Team Members on probation), or Social Beat may terminate your employment by giving you 15 days' notice, in lieu thereof. Team Members on probation can have their service terminated by Social Beat without any prior notice. You are eligible to avail 1 leave per month during your notice period, which is a part of your Annual Leave Balance
  1. During the notice period, you will ensure that all the assigned work has been completed / handed over to the satisfaction of Social Beat before you are





Annexure 1: Cost to Social Beat

Name	Pavithra D	
Position	Social Media Specialist	
Expected DoJ	June 06, 2022	
Component	Monthly	Annual
Basic	₹ 15000	₹ 180000
HRA	₹ 6000	₹ 72000
Conveyance	₹ 1600	₹ 19200
Special	₹ 5400	₹ 64800
Sub Total (A)	₹ 28000	₹ 336000
Annual Bonus		₹ 28000
Sub Total (B)	₹ 0	₹ 28000
Employer PF Contribution (12%)	₹ 1800	₹ 21600
Employer ESI Contribution (3.25%)	₹ 0	₹ 0
Sub Total (C)	₹ 1800	₹ 21600
Total	₹ 29800	₹ 385600

In addition you are eligible for a Group Health Insurance Coverage of 2 Lakh INR

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

Signature *Pavithra D*  
Name: **D. PAVITHRA**  
Date: **25/4/2022**



July 06,2022

Pavithra K  
NO:45, RAGANADHAN STREET,  
CHENNAI-600073

Dear Pavithra,

We refer to the discussions you had with us and are pleased to offer you a position in Flextronics Technologies India Private Limited (here in after referred to as "Company") as Technician - GBS Engineering in Grade 22. You will be working in Night shift and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on July 17,2022 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd Global  
Business Services, 6th Floor, Campus 5, RMZ  
Millennia Business Park, No. 143, Dr. MGR  
Road,  
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Your Target Cash will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your TTC. Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to Rajesh Kumar Rajappan, Manager - GBS Engineering on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
For Flextronics Technologies (I) Pvt. Ltd.  
Global Business Services

Yathi Venkatesh Human

Resources

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



## ANNEXURE 1

Name: Pavithra K

Designation: Technician - GBS Engineering

Grade: 22

Compensation Structure:

	Component	Annual (INR)	
<b>A</b>	Basic	69,530	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
<b>B</b>	P.F*	21,240	Employer Contribution
<b>C</b>	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
<b>D</b>	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) – Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) – You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization.\*

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

# Cognizant

## Letter of Intent (LOI)

Superset ID: 1825988

March 21, 2022

Dear Pavithra Raja Sri D,

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 252,000/-. 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://camous2cognizant.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.



# Cognizant

## Letter of Intent (LOI)

Superset ID: 1825909

March 21, 2022

Dear Pavithra 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 252,000/-**. 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.

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

<https://campus2.cognizant.com/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.

# Cognizant

## Letter of Intent (LOI)

Superset ID: 1825909

March 21, 2022

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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.

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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.






April 8, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

**Work Integrated Learning Programme**  
 Wipro Limited, Dodda Kannelli  
 Sarjapur Road, Bengaluru - 560 035.  
 Phone: (080) 28440011/12, Fax: (080) 28440256

Dear N.K. Pooja,

: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

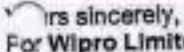
With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or "Company").


Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP. Wish you all the best!

s sincerely,  
 For Wipro Limited,

**Apama Shallen**  
 General Manager - Human Resources

**Endorsement**

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

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

**Terms & Conditions of Scholarship**

**1. PROFILE:**

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ("PRP") that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain M-Tech degree from one of the premier engineering institution / University upon successful completion of

# CADMAXX

## OFFER LETTER

Ref : CADMAXX/HR/3024/2022

Ms. Pooja K  
Chennai.

Date: 17th February 2022

Congratulations!! We refer to your application for the post **Associate** and subsequent interview you had with us. We are pleased to offer the above-mentioned post with following terms and conditions.

### Terms and conditions:

1. The offer is for the post of **Associate**.
2. Remuneration will be **Rs. 14300/- (Fourteen Thousand Three hundred Only)** per month consolidated, subject to taxation as per laws, At Present there is a deduction of 10% TDS.
3. You are expected to report for duty by **18th February 2022**.
4. You have to abide all the rules and regulation of **M/s Cadmaxx Solutions Pvt Ltd, Chennai**. Any violations of company policies, misconduct constitute grounds for immediate dismissal.
5. The present work location will be **Chennai**. If needed you should be ready to relocate to any other location based on client requirements and assignments.
6. This contract is purely based on the project work specific in nature.
7. For Resignation - Notice period of one month should be served.
8. You should sign a standard non-disclosure agreement regarding confidentiality of the company information.
9. You shall submit a copy of following documents at the time of joining.
  - a. Relieving Letter / Resignation acceptance letter from previous employer.
  - b. Certificates / Proof of qualifications and date of birth,
  - c. Passport size photographs (2)
  - d. Proof of PAN Number/PAN card.
10. This Offer is subject to you being found medically fit to take up this job.
11. As a token of acceptance please sign the duplicate copy of this letter and return to us on or before **18th February 2022**.

If any of the above requirements i.e. submission of documents are not complied within the time lines specified herein, this offer would stand withdrawn at the sole discretion of the Management.

CADMAXX

Digitally signed by Bandu G. S.,  
Director Operations  
Date: 2022.02.17 12:15:06 +05'30'

*B. Kalpana*  
PRINCIPAL  
PRINCE SHRI VENKATESHWARA  
ARTS AND SCIENCE COLLEGE  
G@WRIVAKKAM, CHENNAI - 600 073.

Cadmaxx Solutions Pvt. Ltd.,

# 2095, 5th Main, 9th Cross, R.P.C. Layout,  
Vijayanagar, Bangalore-560 104. Ph: +91-80-  
41270467/2314615 [www.cadmaxx.com](http://www.cadmaxx.com) CIN:







April 15, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme  
Wipro Limited, Dodda Kannelli  
Sarjapur Road, Bengaluru - 560 035.  
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear R. Poojabharathi,

Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or "Company").

Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP, Wish you all the best!

Yours sincerely,  
For Wipro Limited,

Aparna Shallen  
General Manager - Human Resources

Endorsement

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

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

**1. PROFILE:**

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ("PRP") that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain M-Tech degree from one of the premier engineering institution / University upon successful completion of



the course.

## 2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

## 3. Appointment details:

We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

## 4. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

- i. A Group Personal Accident Insurance (GPA) coverage of Rs.12,00,000/-. You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available in My Policies section in myWipro, the HR portal at Wipro.
- ii. Group Life Insurance coverage of Rs.14, 00,000/-. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

In addition to the above, you are also eligible for medical insurance cover towards hospitalization.

You are eligible for a floater coverage of Rs.2,00,000/- per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

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

If you wish to enhance the coverage, a top up cover option is also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (Per Month)
First year	15000	488	15,488/- (*)
Second year	17000	553	17,553/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

(\*) You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the

B. Kalpane  
 PRINCIPAL  
 PRINCE SHRI VENKATESH SHIVARA  
 ARTS AND SCIENCES COLLEGE  
 GOVT. PAKKAL, CHEMAL 580 07





July 05, 2022

Poojitha N  
NO: 8, MUTHAMIL STREET,  
CHENNAI-600073

Dear Poojitha,

We refer to the discussions you had with us and are pleased to offer you a position in **Flextronics Technologies India Private Limited** (here in after referred to as "Company") as **Technician - GBS Engineering in Grade 22**. You will be working in **Night shift** and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **July 17, 2022** at 8.30am at our **Chennai office**. The address is:

**Flextronics Technologies India Pvt. Ltd Global  
Business Services, 6th Floor, Campus 5, RMZ  
Millennia Business Park, No. 143, Dr. MGR  
Road,  
Kandanchavadi, Chennai - 96.**

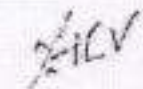
Your Target Cash will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your **TTC**. . Please note that this offer shall be valid subject to your clearing the **Background verification check** as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within **3 months** from the date of joining or **15 days** from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an **Undertaking** at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to **Rajesh Kumar Rajappan, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
For **Flextronics Technologies (I) Pvt. Ltd.**  
**Global Business Services**

  
Yathi Venkatesh Human

Resources

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



the course.

## 2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

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We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

## 4. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

- i. A Group Personal Accident Insurance (GPAI) coverage of **Rs.12,00,000/-**. You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available in My Policies section in myWipro, the HR portal at Wipro.
- ii. Group Life Insurance coverage of **Rs.14,00,000/-**. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

In addition to the above, you are also eligible for medical insurance cover towards hospitalization.

You are eligible for a floater coverage of **Rs.2,00,000/-** per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

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

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Second year	17000	553	17,553/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

(\*) You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the



Date: March 11, 2022  
Ref: LTI/HR/Campus/NE6/2022  
Name: POOMAGHAL K  
College: Prince Shri Venkateshwara Arts and Science College

OFFER OF EMPLOYMENT

Dear POOMAGHAL 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, your CTC including all benefits will be Rs.3,14,000/- 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: Poojitha N  
 Designation: Technician - GBS Engineering  
 Grade: 22  
 Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
D	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

### Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) – Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) – You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization.\*

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



18-05-2022

S.Poornima  
Chennai

Subject: **LETTER OF OFFER**

Dear S.Poornima

We thank you for your interest in discussing an opportunity to be part of **Just Dial Ltd.**

Based on the discussions with you, we are pleased to offer you to the position of **Certified Internet Consultant**. You will be on probation for a period of six months from your date of joining which will be on or before 01.06.2022.

The annual compensation calculated on Cost to Company will be **INR 204000/-** which is detailed in the Annexure. The payments of monthly remuneration, incentive are subject to you achieving Performance Levels in accordance with performance policy and company policy which will be intimated to you from time to time.

Your place of posting will be **Chennai**.

It may be noted that the Company reserves the right to withdraw / postpone / cancel the Offer / joining at its sole discretion for any reason, which is beyond its reasonable control.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

For the Offer to be valid you are requested to confirm your acceptance of the Offer by clicking on the Offer link which has been emailed to you & also sent on your registered mobile number. After the electronic acceptance of the Offer letter, Company may ask you to submit the duly signed hard copy of the letter to Just Dial's office.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited

*Madhulika*

Madhulika Singh  
Regional Head - Human Resources

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

ANNEXURE-1

Name : POOMAGHAL K		Date : March 11, 2022
Salary Grade : AT1		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		6,015
Bonus		1750
A. Base Salary (PA)	273,180	22,765
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	273,180	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	10,556	
D. Retirals & Other Benefits	40,820	
Cost to Company (CTC) C+D	314,000	

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



# NOVOCURA TECH HEALTH SERVICE

## LETTER OF INTENT

April 26, 2022

**POORNIMA S**  
**PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE**

Dear Poornima,

We are pleased to offer you the position of Health Care - Executive at Novocura Tech Health Service through our campus selection process. We believe that your skills and knowledge in the field of healthcare make you a strong candidate for this role.

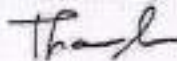
Your responsibilities as a executive will include reviewing medical records, assigning codes to diagnoses and procedures, and ensuring compliance with patients and billing regulations. You will also be responsible for communicating with healthcare providers to clarify diagnoses and procedures as necessary.

Your salary for this position will be Rs.1,07,000 and you will be eligible for our benefits package. Your start date will be 15<sup>th</sup> of June 2022.

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to [campuswithnovo@gmail.com](mailto:campuswithnovo@gmail.com)

We are excited to have you join our team and look forward to working with you.

Yours Faithfully,



Thara Chopra

Director – Human Resources

*B. Kalpana*  
**PRINCIPAL**  
**PRINCE SHRI VENKATESHWARA**  
**ARTS AND SCIENCE COLLEGE**  
COMBIVANKAM, CHENNAI 600 077



+91 4322970187



NOVOCURA TECH HEALTH SERVICE



197 Main Road, SSR Layout, Chennai  
Karnataka - 560 002

## Annexure:-

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	S.Poomina	
Department	Sales	
Designation	Certified Internet Consultant	
Effective Date	01-06-2022	
CTC	204000/- per annum	
Pay structure	Monthly	Annual
<b>Fixed Components</b>		
Basic	9922	119064
House Rent Allowance (HRA)	4588	55056
Attire Allowance	0	0
Field Allowance	0	0
<b>Salary (C1)</b>	<b>14510</b>	<b>174120</b>
<b>Statutory Components</b>		
Employer PF Contribution	1191	14292
Employer ESIC Contribution	472	5664
<b>Benefit's(C2)</b>	<b>1663</b>	<b>19956</b>
<b>Reimbursements</b>		
Sodexo	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
<b>Reimbursements(C3)</b>	<b>0</b>	<b>0</b>
Statutory Bonus	827	9924
<b>CTC (Total C1+C2+C3 + Statutory Bonus)(a)</b>	<b>17000</b>	<b>204000</b>
<b>Deductions</b>		
Employee PF Contribution	1191	14292
Employee ESIC Contribution	109	1308
<b>Total Deductions (b)</b>	<b>1300</b>	<b>15600</b>
<b>*Net Take Home (a - b - C2)</b>	<b>14037</b>	<b>168444</b>
<b>Total CTC</b>	<b>17000</b>	<b>204000</b>

\* Net Take Home is subject to applicable taxes, deductions, performance policy and company policy intimated to you from time to time.

Yours sincerely,  
For Just Dial Limited

*Madhulika*

Madhulika Singh

Regional Head - Human Resources

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





Date: 17-Dec-21

Dear Pradeepkumar M,

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**

CHENNAI 600 073

CSS Corp Private Limited  
CIN:U72900TN2000PTC115034

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

Date: March 11, 2022

Ref: LTI/HR/Campus/NE6/2022

Name: PRAKASH R

College: Prince Shri Venkateshwara Arts and Science College

OFFER OF EMPLOYMENT

Dear PRAKASH 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, your CTC including all benefits will be Rs.3,14,000/- 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.

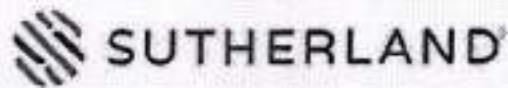
*B. Kalpana*  
**PRINCIPAL**  
PRINCE SHRI VENKATESHWARA  
ARTS AND SCIENCE COLLEGE  
GOWRIVAKKAM, CHENNAI-600 073.



ANNEXURE-1

Name	: PRAKASH R	Date	: March 11, 2022
Salary Grade	: AT1		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		6,015	
Bonus		1750	
A. Base Salary (PA)	273,180	22,765	
Annual Incentive	0		
B. Total Variable (PA)	0		
C. Total Target Cash (A+B)	273,180		
Provident Fund (PF)	21,600	1,800	
Gratuity	8,654	722	
Mediclaime Premium	10,556		
D. Retirals & Other Benefits	40,820		
Cost to Company (CTC) C+D	314,000		

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



June 06, 2022

Dear Pramoth A,

**Congratulations! We welcome you to the family of Sutherland!**

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us on or before **June 13, 2022** on the following terms and conditions.

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

Your emoluments by way of Annual Cost to the Company is **Rs.225,000.00 /-** per annum (Rupees Two Lakhs Twenty Five Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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

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

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

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules,

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

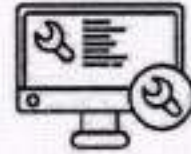


Sutherland Global Services Private Ltd.  
Annexure

Name of the Employee: Pramoth A  
Designation: Associate-CS Internet  
Date of Joining: June 13, 2022  
Level: 1

Components	Rs. Per month	Rs. Per annum
<b>FIXED PAY (A)</b>		
Basic Salary	5,234.00	62,812.00
House Rent Allowance	2,617.00	31,406.00
Bonus	1,907.00	22,879.00
Medical Reimbursement	1,250.00	15,000.00
Special Allowance	3,197.00	38,366.00
<b>SKILL BASED PAY (B)</b>		
Skill Based Pay	750.00	9,000.00
<b>Gross Salary (A + B)</b>	14,955.00	179,463.00
<b>PERFORMANCE INCENTIVE (C)</b>		
Performance Incentive	2,750.00	24,750.00
<b>STATUTORY BENEFITS AND INSURANCE (D)</b>		
Employer's Contribution to PF	1,481.00	17,767.00
Gratuity	252.00	3,020.00
<b>CTC (A + B + C + D)</b>	18,750.00	225,000.00
Net Salary (Gross-PF-ESI)	13,363.00	160,350.00
Potential Earning (Net Salary + Performance Incentive)	16,113.00	185,100.00

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



## SPIRENSAVVY SOFTWARE SOLUTIONS PVT LTD

25<sup>th</sup> January 2022

To,  
Promoth G,  
Prince Shri Venkateshwara Arts and Science College

### Offer Letter

Dear Promoth,

We are delighted to give you this letter of offer for the position of Web developer at our company Spirensavvy Software Solutions Pvt Ltd.

Your task will be to assist our software department and admin department in creating various software applications. We anticipate that you will use your knowledge, abilities, and creative suggestions to effectively investigate, design, and execute numerous types of software. The monthly CTC for your work will be Rs.17000.

After the completion of probationary period, you will receive extra benefits and the appointment letter. You must present yourself to the head of our human resources division on 23<sup>rd</sup> May 2022 at 10.00 AM.

We are glad to send you this letter extending an offer to work as Web Developer. On your first day on the job, you must sign it in front of Issuing Authority.

Thank you,

HR Director

+91-9586773395

No. 102, Krishnarajapuram, Bengaluru, Karnataka 560016

spirensavvysoft@gmail.com

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



# Cognizant

## Letter of Intent (LOI)

Superset ID: 1825959

March 21, 2022

Dear Prasanth V,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Based on 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 252,000/- 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

23-Jul-2022

Dear PRAVEEN S,

We are pleased to offer you the position of FINANCIAL SERVICES CONSULTANT at Level - 1 of our Company.

Components	Components Rs. Per annum
Basic	81,000
Supplementary Allowance	99,000
Employer's Contribution to PF	21,500
Statutory Bonus	7,000
Gratuity	3,894
Flexible Compensation Pay	57,506
<b>Total Fixed Pay</b>	<b>270000.00</b>

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.



You are required to submit the requisite documents & proofs of successful completion of your graduation course within 6 months of joining the organization.

We look forward to your joining the company and wish you a long and successful career with the organization.

Best Regards,

*Subhashish Banerji*

Subhashish Banerji  
Executive Vice President  
Human Resources  
ICICI Prudential Life Insurance Co. Ltd.

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

Date: March 11, 2022  
Ref: LTI/HR/Campus/NE6/2022  
Name: PRAVIN RAJ S V  
College: Prince Shri Venkateshwara Arts and Science College

OFFER OF EMPLOYMENT

Dear PRAVIN RAJ S V,

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, your CTC including all benefits will be Rs.3,14,000/- 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.





X

**Letter of Intent**

April 13, 2022

L.Praveen Kumar

Prince Shri Venkateshwara Arts and Science College, Chennai

Dear L.Praveen Kumar,

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

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in Chennai.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs. 3 Lac per annum.

You are required to sign a service agreement of 24 Months from the date of joining, in the event of service agreement breakage you will be required to pay a sum of Rs. 2 Lac.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com)

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur

Vice President, Recruitment-India & APAC

*B. Kalpane*  
**PRINCIPAL**

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



**HEXAWARE TECHNOLOGIES LTD.**

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

ANNEXURE-1

Name : PRAVIN RAJ S V		Date : March 11, 2022
Salary Grade : AT1		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		6,015
Bonus		1750
A. Base Salary (PA)	273,180	22,765
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	273,180	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	10,556	
D. Retirals & Other Benefits	40,820	
Cost to Company (CTC) C+D	314,000	

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





July 06,2022

Premi S  
NO:45, RAGANADHAN STREET,  
CHENNAI-600073

Dear Premi,

We refer to the discussions you had with us and are pleased to offer you a position in **Flextronics Technologies India Private Limited** (here in after referred to as "Company") as **Technician - GBS Engineering in Grade 22**. You will be working in **Night shift** and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **July 17,2022** at 8.30am at our Chennai office. The address is:

**Flextronics Technologies India Pvt. Ltd Global  
Business Services, 6th Floor, Campus 5, RMZ  
Millennia Business Park, No. 143, Dr. MGR  
Road,  
Kandanchavadi, Chennai - 96.**

Your Target Cash will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your TTC. Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to **Rajesh Kumar Rajappan, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
**For Flextronics Technologies (I) Pvt. Ltd.  
Global Business Services**

**Yathi Venkatesh Human**

**Resources**

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

## ANNEXURE 1

Name: Premi S  
 Designation: Technician - GBS Engineering  
 Grade: 22  
 Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
B	P.F.*	21,240	Employer Contribution
C	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
D	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

### Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) - Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) - You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization."

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





netrocon digital

March 17, 2022

Premkumar V  
247, Kalpataru Royale,  
Vengaivasal,  
Chennai, 600073.

Dear Premkumar,

**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 **1<sup>st</sup> June 2022**.

- 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,

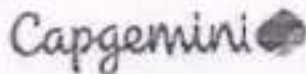
Shirley Vincent.  
Director

Accepted

Date of Joining: 01/06/2022

Premkumar V

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



Cappgemini Technology Services India Limited  
(Formerly known as ICATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai 400706, Maharashtra, India.  
Tel: +91 22 7144 4263 | Fax: +91 22 7141 2121  
www.cappgemini.com/in-en

**Superset ID: 1829235**

**Letter of Intent ("LOI")**

Dear Prithviraj Jivitha,

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 **Cappgemini Technology Services India Limited** (hereinafter referred to as "Cappgemini").

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 Cappgemini.

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 Cappgemini. Cappgemini 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 Cappgemini.

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 Cappgemini and the successful completion of the same is a prerequisite for joining Cappgemini.

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 Cappgemini. 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  
GOWRIYAKKAM, CHENNAI-600 073.



## ANNEXURE 1

**Prithviraj Jivitha**  
**Associate and A3**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only)**. Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will continue at **INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only)**. On completion of 1 year of service from your date of joining, you will receive a fixed incentive of **INR 25,000 (Rupees Twenty-Five thousand only)**

Based on your Date of Joining, your compensation shall be paid monthly. The Company shall deduct tax at source at the time of making payment

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**

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



July 06,2022

Priya K

NO: 1, GANGAI AMMAN KOVIL STREET,  
CHENNAI-600044

Dear Priya,

We refer to the discussions you had with us and are pleased to offer you a position in **Flextronics Technologies India Private Limited** (here in after referred to as "Company") as **Technician - GBS Engineering in Grade 22**. You will be working in **Night shift** and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **July 17,2022** at 8.30am at our Chennai office. The address is:

**Flextronics Technologies India Pvt. Ltd Global  
Business Services, 6th Floor, Campus 5, RMZ  
Millennia Business Park, No. 143, Dr. MGR  
Road,  
Kandanchavadi, Chennai – 96.**

Your Target Cash will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your TTC. . Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to **Rajesh Kumar Rajappan, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

**Please bring along the original & 2 copies of the below documents with you on your date of joining:**

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
For **Flextronics Technologies (I) Pvt. Ltd.**  
Global Business Services

Yathi Venkatesh Human

Resources

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



## ANNEXURE 1

Name: Priya K  
 Designation: Technician - GBS Engineering  
 Grade: 22  
 Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
D	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

### Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) - Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) - You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization.\*

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



10-Feb-2022

Ms. Priya M

Mobile: 9382608092

E Mail ID: [Prityamuthiah3@gmail.com](mailto:Prityamuthiah3@gmail.com)

Dear Priya,

We are delighted to offer you the position of **Executive at CaratLane Trading Private Limited**. Your initial posting will be at **Chennai**.

As agreed during our discussions this offer is valid provided you accept this offer in writing by **21-Feb-2022** and join us on or before **02-May-2022**. Under the terms of this offer:

1. **Total Compensation:** As a regular full time, employee of the company your annual salary will be **Rs.2,50,000 (Two Lakhs and fifty Thousand Only)** and other benefits for **Rs 11,513 (Eleven Thousand Five Hundred and Thirteen Only)** Compensation will also be inclusive of your annual benefits such as the company's contribution to Provident Fund and Medical Reimbursement. A detailed break up of your salary is provided in Annexure A. All forms of compensation referred to in this letter are subject to deduction to reflect applicable withholding and payroll taxes.

2. **Probation Period:** You will be on probation for a period of **6 months**. Your services will be confirmed at the end of the probation period, based on your performance evaluation against key metrics as defined in the KRAs issued to you at the time of joining the company.

3. **Notice Period:** During the period of probation, yourself or the Company has the right to terminate the services with a notice of **15 days** in writing or basic salary in lieu of notice. Following probation, if either party wishes to terminate this agreement either, they may do so by giving the other party **30 days'** notice or basic salary in lieu of notice. Your employment with the Company will be "at will," meaning that either you or the Company will be entitled to terminate your employment at any time and for any reason, with or without cause subject to requirements of applicable law. The Company reserves the right to terminate your service at any time without notice should you be guilty of misdemeanor, misconduct, negligence or any breach of the terms and conditions of this agreement.

4. **Tax & Compliance:** It is your continuous responsibility to meet all requirements under Indian Tax Laws including tax compliance and filing of personal tax returns in respect of all payments paid to you during your employment with CaratLane Trading Pvt Ltd. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian Tax Laws.

5. **Leave:** No employee is eligible for any leave in the first 3 months of employment. Every employee will be eligible for 21 working days of annual leave thereafter. Please refer the Leave Policy for more details.

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





## SPIRENSAVVY SOFTWARE SOLUTIONS PVT LTD

25<sup>th</sup> January 2022

To,  
Priyadharshini G,  
Prince Shri Venkateshwara Arts and Science College

### Offer Letter

Dear Priyadharshini,

We are delighted to give you this letter of offer for the position of Operation Executive at our company Spirensavvy Software Solutions Pvt Ltd.

Your task will be to assist our software department and admin department in creating various software applications. We anticipate that you will use your knowledge, abilities, and creative suggestions to effectively investigate, design, and execute numerous types of software. The monthly CTC for your work will be Rs.17000.

After the completion of probationary period, you will receive extra benefits and the appointment letter. You must present yourself to the head of our human resources division on 23<sup>rd</sup> May 2022 at 10.00 AM.

We are glad to send you this letter extending an offer to work as an Operation Executive. On your first day on the job, you must sign it in front of Issuing Authority.

Thank you,

HR Director

+91-9566773395

No. 102, Krishnarajapuram, Bengaluru, Karnataka 560016

spirensavvysoft@gmail.com

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

# CADMAXX

## OFFER LETTER

Ref: CADMAXX/HR/3042/2022

Ms. Priyadharshini K  
Chennai.

Date: 17th February 2022

Congratulations!! We refer to your application for the post **Associate** and subsequent interview you had with us. We are pleased to offer the above-mentioned post with following terms and conditions,

### Terms and conditions:

1. The offer is for the post of **Associate**.
2. Remuneration will be **Rs. 14300/- (Fourteen Thousand Three hundred Only)** per month consolidated, subject to taxation as per laws, At Present there is a deduction of 10% TDS.
3. You are expected to report for duty by **18th February 2022**.
4. You have to abide all the rules and regulation of **M/s Cadmaxx Solutions Pvt Ltd, Chennai**. Any violations of company policies, misconduct constitute grounds for immediate dismissal.
5. The present work location will be **Chennai**. If needed you should be ready to relocate to any other location based on client requirements and assignments.
6. This contract is purely based on the project work specific in nature.
7. For Resignation - Notice period of one month should be served.
8. You should sign a standard non-disclosure agreement regarding confidentiality of the company information.
9. You shall submit a copy of following documents at the time of joining.
  - a. Relieving Letter / Resignation acceptance letter from previous employer.
  - b. Certificates / Proof of qualifications and date of birth,
  - c. Passport size photographs (2)
  - d. Proof of PAN Number/PAN card.
10. This Offer is subject to you being found medically fit to take up this job.
11. As a token of acceptance please sign the duplicate copy of this letter and return to us on or before **18th February 2022**.

If any of the above requirements i.e. submission of documents are not complied within the time lines specified herein, this offer would stand withdrawn at the sole discretion of the Management.

CADMAXX

Digitally signed by Bandu G. S.,  
Director Operations  
Date: 2022.02.17 11:18:36 +05'30'

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

Cadmaxx Solutions Pvt. Ltd.,

# 2695, 5th Main, 2th Cross, R.P.G. Layout,  
Vijaya Nagar, Bangalore-560 104. Ph: +91-80-  
41273497 / 2314915 [www.cadmaxx.com](http://www.cadmaxx.com) CIN:







July 06, 2022

Priyadharshini S  
NO: 12/23, K.V.K. SWAMY STREET,  
CHENNAI-600091

Dear Priyadharshini,

We refer to the discussions you had with us and are pleased to offer you a position in **Flextronics Technologies India Private Limited** (here in after referred to as "Company") as **Technician - GBS Engineering in Grade 22**. You will be working in **Night** shift and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **July 17, 2022** at 8.30am at our **Chennai office**. The address is:

**Flextronics Technologies India Pvt. Ltd Global  
Business Services, 6th Floor, Campus 5, RMZ  
Millennia Business Park, No. 143, Dr. MGR  
Road,  
Kandanchavadi, Chennai - 96.**

Your Target Cash will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your TTC. . Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment letter once you submit the provisional certificate from the college. Your employment will be governed by the terms of the appointment letter issued to you. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same. You would be reporting to **Rajesh Kumar Rajappan, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Aadhaar Card Copy
2. Print out of this Offer letter.
3. Three passport size photographs (Formal Attire in White Background)
4. ID Proofs (Voter ID, Driving License, Passport, etc.)
5. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,  
For **Flextronics Technologies (I) Pvt. Ltd.**  
**Global Business Services**

**Yathi Venkatesh Humen**

**Resources**

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

## ANNEXURE 1

Name: Priyadharshini S  
 Designation: Technician - GBS Engineering  
 Grade: 22  
 Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	Taxable Component
	Education Allowance	2,400	
	Conveyance	19,200	Taxable Component
	Special Allowance *	70,770	Taxable Component
	Other Allowance*	0	Taxable Component
	<b>Cash Pay</b>	<b>2,11,815</b>	
	<b>Retirals</b>		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	<b>CTC</b>	<b>2,33,055</b>	
D	Target Bonus**	16,945	
	<b>Total Target Cash</b>	<b>2,50,000</b>	

ESIC and Gratuity would apply as per Government rules and laws. Employer contribution is over and above your TTC.

### Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts Card	Rs. 4,500/-	Annually
Meal Card	Rs. 26,400/-	Monthly

(\*) – Please note that the above is not an additional component, it will be deducted from Special Allowance / Other Allowance. If cards are availed, then the cash portion of your salary will reduce to extent of cards chosen and PF contribution may change as per government regulations.

(\*\*) – You are eligible to participate in the Flex Bonus Program and the target bonus is a percentage of your gross salary. Actual payout level is dependent upon company performance and in accordance with the bonus plan for your organization."

B. Kalpane  
**PRINCIPAL**  
 PRINCE SHRI VENKATESHWARA  
 ARTS AND SCIENCE COLLEGE  
 GOWRIYAKKAM, CHENNAI-600 077



# United Technology

22-04-2022

**PRIYADHARSHINI S**

Prince Shri Venkateshwara Arts and Science College

Dear Priyadharshini,

We are pleased to offer you the position of **Junior Social Media Analyst** at United Technology. We were impressed by your qualifications and experience, as well as your passion for social media and digital marketing.

As a Social Media Analyst, you will be responsible for analyzing, monitoring, and reporting on our social media presence, as well as developing and implementing social media strategies to improve our online engagement and brand awareness. Your role will also involve creating content and managing social media campaigns across various platforms, including Facebook, Twitter, Instagram, LinkedIn, and YouTube.

We are offering you a starting salary of 1,85,000 per year, along with a comprehensive benefits package that includes health insurance, paid time off, and retirement savings. Your employment will begin on 1-5-2022, and you will report directly to Subburam kumar.

As a member of our team, you will have the opportunity to work with a talented and dedicated group of professionals who are committed to achieving our company's goals. We believe in fostering a culture of creativity, collaboration, and innovation, and we are excited to have you join us in this journey.

Please indicate your acceptance of this offer by signing and returning a copy of this letter by 28-4-2022. We look forward to welcoming you to the team.

Sincerely,



Muthukumeran

Agreed and Accepted by,

  
Priyadharshini S

*B. Kalpave*  
**PRINCIPAL**  
PRINCE SHRI VENKATESHWARA  
ARTS AND SCIENCE COLLEGE  
GOWRIVAKKAM, CHENNAI-600 07

CONFIDENTIAL

Date: 24th March, 2022

Dear PushpaBharathi S,

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:** 10th May, 2022

**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.





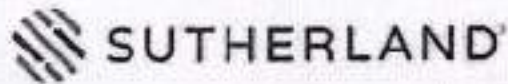
### Annexure 1 – Compensation Details

Per Annum Compensation Details	Amount (INR)
Basic	1,95,000
HRA <sup>^</sup>	78,000
Conveyance	14,916
Medical Compensation	12,084
<b>Total Compensation</b>	<b>3,00,000</b>

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

<sup>^</sup> 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.

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



June 06, 2022

Dear Raghul P,

**Congratulations! We welcome you to the family of Sutherland!**

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us **on or before June 13, 2022** on the following terms and conditions.

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

Your emoluments by way of Annual Cost to the Company is **Rs.225,000.00 /-** per annum (Rupees Two Lakhs Twenty Five Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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

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

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

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules,

*B. Kalpana*  
**PRINCIPAL**

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



Sutherland Global Services Private Ltd.  
Annexure

Name of the Employee: Raghul P  
Designation: Associate-CS Internet  
Date of Joining: June 13, 2022  
Level: 1

Components	Rs. Per month	Rs. Per annum
<b>FIXED PAY (A)</b>		
Basic Salary	5,234.00	62,812.00
House Rent Allowance	2,617.00	31,406.00
Bonus	1,907.00	22,879.00
Medical Reimbursement	1,250.00	15,000.00
Special Allowance	3,197.00	38,366.00
<b>SKILL BASED PAY (B)</b>		
Skill Based Pay	750.00	9,000.00
<b>Gross Salary (A + B)</b>	14,955.00	179,463.00
<b>PERFORMANCE INCENTIVE (C)</b>		
Performance Incentive	2,750.00	24,750.00
<b>STATUTORY BENEFITS AND INSURANCE (D)</b>		
Employer's Contribution to PF	1,481.00	17,767.00
Gratuity	252.00	3,020.00
<b>CTC (A + B + C + D)</b>	18,750.00	225,000.00
Net Salary (Gross-PF-ESI)	13,363.00	160,350.00
Potential Earning (Net Salary + Performance Incentive)	16,113.00	185,100.00

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



## SUTHERLAND

### PROVISIONAL OFFER LETTER

College Name: Prince Shri Venkateshwara Arts & Science College  
Date: 26-March-2021

Dear Rahul P (BCA)

**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**

This is digitally generated soft copy hence signature is not required

Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 8<sup>th</sup> floor Chennai, Tamil Nadu, PIN 600063.

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



23-Jul-2022

Dear RAGUL S,

We are pleased to offer you the position of FINANCIAL SERVICES CONSULTANT at Level - 1 of our Company.

Components	Components Rs. Per annum
Basic	81,000
Supplementary Allowance	99,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	3,894
Flexible Compensation Pay	57,506
<b>Total Fixed Pay</b>	<b>270000.00</b>

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.

You are required to submit the requisite documents & proofs of successful completion of your graduation course within 6 months of joining the organization.

We look forward to your joining the company and wish you a long and successful career with the organization.

Best Regards,



**Subhashish Banerji**  
Executive Vice President  
Human Resources  
ICICI Prudential Life Insurance Co. Ltd.

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





Company Confidential

10<sup>th</sup> February'22

Raghupathi S  
Chennai

Dear Raghupathi

We are pleased to inform you that based on your application and subsequent discussions you had with us, it has been decided to provide you an opportunity to undergo on the job practical training at our Conneqt Business Solutions Limited Offices / Centre for a period of 12 Months from Date of Joining. You shall report to the training on or before 10<sup>th</sup> February'22 failing which it will be deemed that the opportunity given to you is withdrawn automatically.

You shall undergo the training strictly in accordance with the scheme of training of the company. If found not satisfactory, the training period may be extended for a further period of one month or the opportunity given to you will be discontinued at the discretion of the Management.

During the period of training you will be placed in different work locations of the company and your first placement for training will be Chennai. You will undergo on the job training under the supervision of designated supervisors, informed to you at the start of training.

During the period of training you will be required to participate in the assessment process implemented by the company from time to time to assess your learning on the job and skill levels.

During the course of evaluation, if it is found that your learning is not up to the mark as per the expectations of the management, the opportunity given for training will be discontinued and you shall have no claim what so ever on the company.

This offer of training is subject to verification of the particulars submitted by you and in case any particulars submitted by you are found to be false or incorrect, your training will be terminated without notice and you are required to pay equivalent to the One month Stipend Amount in lieu of notice.

The company works in shifts and hence the on the job training will take place in all the shifts. In view of the same you are required to attend to your training in shifts as advised by the officials of the company from time to time.

If you undergo training regularly on all the working days of the company you would be eligible for the Leaves as per the company policy.

You shall follow the same working days, working hours and holidays of the company. You shall be regular to your training. If you fail to attend the training continuously for a period of 8 working days, it will be treated that you have discontinued the training and hence the company reserves its right to claim compensation from you.

You may discontinue the training within 6 months by giving 15 days' notice in writing to the company and similarly, the company may discontinue your training by giving 15 days' notice. After 6 months, if you discontinue the training, you are required to give 30 days' notice in writing to the company and similarly, the company may discontinue your training by giving 30 days' notice. Any deviation w.r.t the notice period is solely at the discretion of the company.

At any time, if your conduct, behavior, learning on the job etc., are not in conformity with the regulations and expectations of the company, your training will be discontinued without any notice payment in lieu thereof.

You shall be entitled to a monthly stipend as per the below mentioned grid.

CONNEQT BUSINESS SOLUTIONS LIMITED, OFFICE, 4th FLOOR, 143/144, GOWRI VAKKAM, CHENNAI POST OFFICE, WESTGATE, KODUMBUR ROAD, CHENNAI, INDIA. TEL: +91 44 4000 8000.  
CONNEQT BUSINESS SOLUTIONS LIMITED IS AN ISO 9001:2015 CERTIFIED COMPANY.

A SUBSIDIARY OF GUESS CORP

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

Component	Amount (Rs.) Per Month
<b>A. BASIC STIPEND</b>	<b>13300.00</b>
<b>B. PERFORMANCE INCENTIVE:</b> This will be payable on a monthly basis. The payout shall vary from 0% to 150% based on your PMI Rating. There would be no payout during the training period. The details of the policy will be communicated to you separately.	
<b>PERFORMANCE PAY (5% of the Basic Stipend)</b>	<b>700.00</b>
<b>C. GROSS STIPEND (A + B)</b>	<b>14000.00</b>

You will be covered under insurance as per the company policy which can change time to time as per the management discretion.

During the period of training, you will be paid Stipend of Rs. 13300.00 per month. Tax Deductions will be as applicable.

You are eligible for Performance Incentive: This will be payable on a monthly basis. The payout shall vary from 0% to 150% based on your PMI Rating. There would be no payout during the training period. The details of the policy will be communicated to you separately.

On successful completion of training, at the discretion of the Management, you may be offered an Apprentice - Customer Care position as a Probationer. You are required to work for a minimum period of one year with the company. If you leave the services without completing the mandatory period or if you fail to take up the employment as probationer, you are liable to pay the cost of training incurred by the company together with the stipend paid to you.

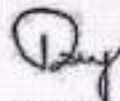
In all matters not mentioned herein above, you shall be governed by the rules, regulations or practices of the company pertaining to trainees from time to time.

Kindly note that you will not be entitled to any other benefits or perquisites.

This letter of training is sent to you in duplicate and we request you to kindly sign the duplicate copy of this letter as a token of acceptance of the terms and return it to us at the earliest.

With Best Regards,

For Connect Business Solutions Limited,



**Tony Jacob Joseph**  
Associate Vice President – Human Resources.

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

I hereby read and fully understood the terms of my training letter. I hereby accept the terms of my training.

Signature: *Raghupathi*  
Name: *Raghupathi*  
Date: *4.2.22*





10-Feb-2022

Ms. Rajalakshmi S  
Mobile: 9444904459  
E Mail ID: [lakshmi1992@gmail.com](mailto:lakshmi1992@gmail.com)

Dear Rajalakshmi,

We are delighted to offer you the position of Executive at CaratLane Trading Private Limited. Your initial posting will be at Chennai.

As agreed during our discussions this offer is valid provided you accept this offer in writing by **21-Feb-2022** and join us on or before **02-May-2022**. Under the terms of this offer:

1. **Total Compensation:** As a regular full time, employee of the company your annual salary will be Rs.2,50,000 (Two Lakhs and fifty Thousand Only) and other benefits for Rs 11,513 (Eleven Thousand Five Hundred and Thirteen Only) Compensation will also be inclusive of your annual benefits such as the company's contribution to Provident Fund and Medical Reimbursement. A detailed break up of your salary is provided in Annexure A. All forms of compensation referred to in this letter are subject to deduction to reflect applicable withholding and payroll taxes.

2. **Probation Period:** You will be on probation for a period of 6 months. Your services will be confirmed at the end of the probation period, based on your performance evaluation against key metrics as defined in the KRAs issued to you at the time of joining the company.

3. **Notice Period:** During the period of probation, yourself or the Company has the right to terminate the services with a notice of 15 days in writing or basic salary in lieu of notice. Following probation, if either party wishes to terminate this agreement either, they may do so by giving the other party 30 days' notice or basic salary in lieu of notice. Your employment with the Company will be "at will," meaning that either you or the Company will be entitled to terminate your employment at any time and for any reason, with or without cause subject to requirements of applicable law. The Company reserves the right to terminate your service at any time without notice should you be guilty of misdemeanor, misconduct, negligence or any breach of the terms and conditions of this agreement.

4. **Tax & Compliance:** It is your continuous responsibility to meet all requirements under Indian Tax Laws including tax compliance and filing of personal tax returns in respect of all payments paid to you during your employment with CaratLane Trading Pvt Ltd. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian Tax Laws.

5. **Leave:** No employee is eligible for any leave in the first 3 months of employment. Every employee will be eligible for 21 working days of annual leave thereafter. Please refer the Leave Policy for more details.

*B. Balasubramanian*  
**PRINCIPAL**  
**PRINCE SHRI VENKATESHWARA**  
**ARTS AND SCIENCE COLLEGE**  
**GOWRIVAKKAM, CHENNAI 600 073.**

23-Jul-2022

Dear RAJALAKSHMI V,

We are pleased to offer you the position of FINANCIAL SERVICES CONSULTANT at Level - 1 of our Company.

Components	Components Rs. Per annum
Basic	81,000
Supplementary Allowance	99,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	3,894
Flexible Compensation Pay	57,506
<b>Total Fixed Pay</b>	<b>270000.00</b>

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.

Registered Office: ICICI Prudential Life Insurance Company Limited  
ICICI PruLife Towers, 1089, Appasaheb Marathe Marg, Prabhadevi, Mumbai - 400 025, India.  
Tel: 4039 1600, 6644 1600 - Fax: 2437 6638 - Visit us at: [www.iciciprulife.com](http://www.iciciprulife.com)  
CIN : U66010MH2000PLC127837

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