

To,

C. Rishi Kumar

Prince Shri Venkateshwara Arts and Science College

Date: 16.10.2020

Dear Rishi Kumar,

Subject: Job offer letter for the position of Financial Analyst

Congratulations! On behalf of Primechip, you are offered the position of Financial Analyst at our esteemed organization. We will be glad if a confident, determined, and ambitious person like you works with us. We are sure that you will do great as a network engineer.

As you assume this post, you will ensure system availability and reliability, monitor performance, and system resource trending, utilization, and capacity planning, liaise with IT personnel and vendors for problem resolution, and perform system upgrades and network maintenance including hot fixes, service packs, patches, and security configurations.

The organization will offer you an annual package of **Rs.1,90,500** and based on how you perform there will be a hike of 15 percentage which is given after a period of one year gets over. In addition to that, you will also be offered paid leaves of total 30 days per year.

Upon accepting this offer from us, please send us a self-attested copy of this letter on or before 26.10.2020. As soon as we get it, we will inform you of the joining date and other details.

Yours Sincerely,

HR Manager

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



netrocon digital

March 05, 2020

Rishivanth B
No.71,14th street,
Manohar Nagar,Pallikaranai,
Chennai-600100

Dear Rishivanth,

Sub: Offer for the post of Operation Executive

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

You will be eligible for a salary of **Rs. 1,90,000/-** 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 **8th May 2020**.


- 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: 6/5/2020


Rishivanth B

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



Date:16-Dec-20

Ref No: RRF-4393

Ms. Rohini B
Chennai,Tamilnadu

Dear Rohini B,

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. **182000/-** (Rupees One Lakh Eighty Two Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs. **158000/-** (Rupees One Lakh Fifty Eight 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. **24000/-** (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 J11B** 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.

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

CSS Corp Private Limited
CIN:U72900TN2000PTC115034

Regd Address : Plot No-32 A&B, 6th, 9th, 810th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 , www.csscorp.com



SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Prince Shri Venkateshwara Arts & Science College
Date: 24-August-2020

Dear Rohini K (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 nightshifts.
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates).

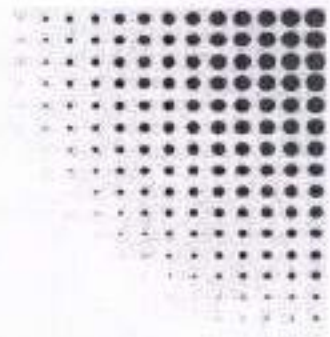
Yours sincerely,

**Talent Acquisition
Sutherland**

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

This is digitally generated soft copy hence signature is not required

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



To,

A Ruthra Kumar

Prince Shri Venkateshwara Arts and Science College

Date: 16.10.2020

Dear A Ruthra Kumar,

Subject: Job offer letter for the position of Financial Analyst

Congratulations! On behalf of Primechip, you are offered the position of Financial Analyst at our esteemed organization. We will be glad if a confident, determined, and ambitious person like you works with us. We are sure that you will do great as a network engineer.

As you assume this post, you will ensure system availability and reliability, monitor performance, and system resource trending, utilization, and capacity planning, liaise with IT personnel and vendors for problem resolution, and perform system upgrades and network maintenance including hot fixes, service packs, patches, and security configurations.

The organization will offer you an annual package of **Rs.1,90,500** and based on how you perform there will be a hike of 15 percentage which is given after a period of one year gets over. In addition to that, you will also be offered paid leaves of total 30 days per year.

Upon accepting this offer from us, please send us a self-attested copy of this letter on or before 26.10.2020. As soon as we get it, we will inform you of the joining date and other details.

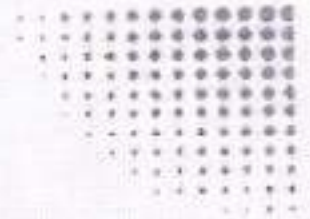
Yours Sincerely,

HR Manager

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



Primechip



To,

H. Sachin

Prince Shri Venkateshwara Arts and Science College

Date: 16.10.2020

Dear Sachin,

Subject: Job offer letter for the position of Financial Analyst

Congratulations! On behalf of Primechip, you are offered the position of Financial Analyst at our esteemed organization. We will be glad if a confident, determined, and ambitious person like you works with us. We are sure that you will do great as a network engineer.

As you assume this post, you will ensure system availability and reliability, monitor performance, and system resource trending, utilization, and capacity planning, liaise with IT personnel and vendors for problem resolution, and perform system upgrades and network maintenance including hot fixes, service packs, patches, and security configurations.

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Yours Sincerely,

HR Manager

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

INNOV4SIGHT HEALTH AND BIOMEDICAL SYSTEMS PRIVATE LIMITED

EGF #11, Bangalore BioInnovation Centre, Bengaluru, Karnataka 560100

07-08-2020

Dear SADHANA ROSELIN P,

We are delighted to offer you the position of Medical Coder at Innov4sight Health and Biomedical Systems Private Limited. We are confident that your skills and experience will make a valuable contribution to our team and the services we provide to our patients.

As discussed during the interview, your starting date will be 12-08-2020. Your working hours will be 40 hours per week, and your salary will be 1,90,000 per annum.

We will provide you with a comprehensive benefits package, including health insurance, dental insurance, vision insurance, and 401(k) plan.

In your role as a Medical Coder, your responsibilities will include but not be limited to:

- Assigning medical codes to diagnoses, procedures, and services based on medical records and other healthcare provider documentation.
- Verifying the accuracy and completeness of coded information and ensuring compliance with coding guidelines and regulatory requirements.
- Reviewing medical records and other documentation to identify any inconsistencies, discrepancies, or missing information.
- Communicating with healthcare providers to clarify any coding or documentation issues.
- Participating in quality assurance and improvement activities.

We believe that your experience in medical coding and your attention to detail will enable you to excel in this position. Your ability to work effectively as part of a team and communicate clearly and professionally will also be valuable assets in this role.

We look forward to having you join our team and contributing to our mission of providing high-quality healthcare services to our patients. Please review this offer letter carefully and indicate your acceptance by signing and returning a copy to us. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



Giridharan
HR Executive

I accept this offer of employment:

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



ishbsgmail.com



+91-9626584564

09-12-2020

A.X. Sagayamary
Chennai

Subject: LETTER OF OFFER

Dear A.X. Sagayamary

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 28.12. 2020.

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 **Coimbatore**.

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 Singh

Regional Head - Human Resources


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

Annexure:-

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	A.X.Sagaymary	
Department	Sales	
Designation	Certified internet Consultant	
Effective Date	28-12-2020	
CTC	204000/- per annum	
Pay structure	Monthly	Annual
Fixed Components		
Basic	9922	119064
House Rent Allowance (HRA)	4588	55056
Attire Allowance	0	0
Field Allowance	0	0
Salary (C1)	14510	174120
Statutory Components		
Employer PF Contribution	1191	14292
Employer ESIC Contribution	472	5664
Benefit's(C2)	1663	19956
Reimbursements		
Sodexo	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(C3)	0	0
Statutory Bonus	827	9924
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	204000
Deductions		
Employee PF Contribution	1191	14292
Employee ESIC Contribution	109	1308
Total Deductions (b)	1300	15600
*Net Take Home (a - b - C2)	14037	168444
Total CTC	17000	204000

* 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-600 073.

Letter of Intent

Dear Sai Haris T,
B.A - English,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 07, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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

05th Oct'2020

Sub: Offer Letter

Dear Ms. Sri Lakshmi,

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

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

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

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

A. Key Responsibilities

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

B. Work Schedule

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

C. Leave Policy

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

Chennai
23, North Boag Road,
Mandira Apartments,
Chennai - 60

Coimbatore
861 SP, Sector 51
Gowdram: 622018

B. Kalpane

4701 Devanahalli Road,
Suite 104, Newburg,
B-1200

one mg
www.onemg.com
facebook.com/onemg
linkedin.com/company/one-mg

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

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

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

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

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

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

Annexure 1
Salary Break up for Ms. Sri Lakshmi

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

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

Yours sincerely
For One MG
Nishant Rastogi

Director of Possibilities

B. Kalpana
Employment offer accepted;

Ms. Sri Lakshmi

PRINCIPAL
DR. S. VENKATESHWARA
PRINCE SCIENCE COLLEGE
ARTS AND SCIENCES
GOWRIVAKKAM, CHENNAI - 600 073.

Letter of Intent

Dear Sakthi Ganapathy D,
B.COM,
Prince Shri Venkateshwar Arts & Science College

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

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

Acknowledge this mail on or before Feb 11, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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

HCL TECHNOLOGIES LTD.

Division: Business Services

B-34/3, Sector 59, Noida 201 301, UP, India

Tel +91 120 4364200, Fax +91 120 2589689

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi- 110019, India

CIN- L74140DL1991PLCC046369

www.hclbpo.com

www.hcl.com

Date: December 14, 2020

Private and Confidential

Sakthi Uma Devi. J

D.No.4/7, Thiruppanar Street, Sundaram Colony,

East Tambaram, Chennai,

Tamil Nadu, India - 600061

Dear Sakthi Uma Devi.,

With reference to your application and subsequent interview, we are pleased to make you an offer - cum - appointment with **HCL Technologies Ltd., - BUSINESS SERVICES ("BSERV" or "HCL" or "Company") as Customer Service Representative.** You are required to report on December 15, 2020, at 09:00 a.m., at the address: **HCL Technologies Ltd., - BUSINESS SERVICES, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 203000 Per annum.** A detailed structure of your compensation will be shared on your joining. Explanation of compensation structure and employee benefits have been detailed out in **Annexure B.**
- Please note that this **offer is valid till 7 days** subjected to your offer letter acceptance.
- Your offer is subject to you being **medically fit** at the time of joining the Company. For your pre-employment medical check-up, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining. If you are found medically unfit, this offer will stand withdrawn forthwith. Decision of the company, in that regard will be final & binding.
- All our operations function **24x7, 365 days in a calendar year.** Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuineness of documents or information provided by you to the Company. You are

B. Kalpana
PRINCIPAL
ARTS AND SCIENCE COLLEGE
GOWRI VENKATESHWARA
CHENNAI 600 073.
EMPLOYEE

**OFFER CUM APPOINTMENT LETTER FOR FIXED-TERM
EMPLOYMENT**

Sakthivelmani S
No.3A, Nehru Street, Rajiv Gandhi Nagar,
Velachery, Chennai - 600042
TN
IN

Dear Sakthivelmani S,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for Fixed-Term Employment (hereinafter the "Offer cum Appointment Letter") the position of **ML Data Associate-I at Chennai, India.**

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **2 business days.**

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your fixed-term employment with Amazon India will commence on **12-Nov-2020** and shall end as per the provisions contained in Section 14 herein below.

2. Probation

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr.
Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India

Tel : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 /
33 CIN : U72200KA2004FTC034233

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

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

5. Place of Work

Your initial place of work will be at Amazon India's in Chennai. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

Moreover, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

6. Remuneration

- 6.1 Your Annual Base Pay will be Rs. **254,100** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your salary will compensate you for all hours worked.
- 6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Rajkumar Road, Malleshwaram (W) Bangalore - 560028, India
BANGALORE OFFICE

Tel : +91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
L72200KA2004FTC034233

B. Icalpam
PRINCIPAL
ARTS AND SCIENCES COLLEGE
MADHAVAN VENKATESHWARA
CHENNAI - 600 073



GSTIN : 33AABCF2938E1Z0

PAN : AABCF2938E

FIRSTMAN MANAGEMENT SERVICES PVT LTD

Registered & Corporate Office : # 20/41, 1st Avenue Defence Officers Colony, Ekkatuthangal, Chennai - 600 032.

E-mail : chennai@firstman.co.in

Website : www.firstman.co.in

☎ 044 - 2234 0036 / 2234 0046

FIXED TERM APPOINTMENT LETTER

Ref No: FMS/IIT/APPLTR/2019-20/0307/52

Date: 04-Feb-2020

To

Mr. SAMVEL A
CHENNAI

Dear Mr. SAMVEL A,

It is our pleasure to appoint you as "Junior Executive" in Firstman Management services (P) Limited, in Project Stream or in any such capacity as the management shall from time to time determine. Your fixed term engagement period would be from 20-Jun-2020 to 30-May-2021.

During your employment you will be paid a Consolidated Pay of Rs.15830/- (Rupees Fifteen Thousand Eight Hundred and Thirty Only).

You will be working with us on this project for the said tenure on the following terms & conditions.

1. APPOINTMENT

a. During the above mentioned period you will be required to render service with our client IIT Madras as per their requirement at their project sites in India.

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

c. Deduction of Income Tax, Professional tax & other statutory deduction shall be made as per the requirements.

d. We provide support to our global customers from various locations in India to suit customers' needs on a 24x7 basis. You may be required to operate from any of these locations and in any of the shifts, as may be decided by client keeping in view business needs and deliverables to customers.

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

Page 1 of 5

Regional Offices : # 11/36, First Main Road, Ramalinga Nagar, Vandalur, Trichy - 620 003.

23D, Iwarupuri Colony, Banikpuri, Secunderabad - 500 094.

5, Ayyappa Temple Street, Subbannapalaya, M.S. Nagar Post, Banaswadi Main Road, Bangalore - 560 033.

312, Masthiammal Layout, Sivananda Colony, Tatabad, Coimbatore - 641 012.



GSTIN : 33AABCF2938E120

PAN : AABCF2938E

FIRSTMAN MANAGEMENT SERVICES PVT LTD

Registered & Corporate Office : # 20/41, 1st Avenue Defence Officers Colony, Ekkatuthangal, Chennai - 600 032.

E-mail : chennai@firstman.co.in

Website : www.firstman.co.in

☎ 044 - 2234 0036 / 2234 0046

2. CLAUSES:

The employer hereby prohibit the employee from engaging any sexual harassment at client's workplace and the employee premises to refrain from any form of sexual harassment during the course of employment in any around the premises of employment. If the employee violates the term mentioned in the agreement, he/she shall be fully responsible for his/her actions and the employer/client shall not be held responsible for any illegal acts committed at the discretion of the employee. If the employee's gross misconduct resulting in material damage/loss of property or equipment or any tangible / intangible items/ assets etc., will be dealt severely and employee solely responsible for damage or loss.

The Employee agrees to assign to the Employer all present and future right, title, and interest to all intellectual property ("Intellectual Property") created or discovered during the course of their employment. Intellectual Property includes, but is not limited to, algorithms, code, concepts, developments, designs, discoveries, ideas, formulas, improvements, inventions, processes, software, trademarks, and trade secrets. Intellectual Property also includes the tangible embodiments (e.g. - drawings, notes) of any intangible items. The Employee agrees to cooperate with the Employer to do whatever is reasonably necessary to obtain the patents and copyrights required to secure the Employer's ownership rights in the Intellectual Property.

The Employee will cooperate with the Employer during the course of their employment as well as after termination of this Agreement.

Upon termination of this Agreement, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during the course of their employment. The Employee will not make copies or attempt to recreate the tangible embodiments.

WISH YOU ALL THE BEST!!!

For Firstman Management Services (P) Limited

Authorized Signatory

B. Kalpana
PRINCIPAL

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

I agree that I have read, understand, and accept employment with M/s. Firstman Management Services Pvt. Ltd. under the terms and conditions stated above.

(Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

Name: Mr. SAMVEL A

Date: 13/6/20

Signature:

Page 5 of 5

Regional Offices : # 11/36, First Main Road, Ramalinga Nagar, Warangal, Trichy - 520 003.
23D, Iswarapur Colony, Sainikpur, Secunderabad - 500 094.
5, Ayyappa Temple Street, Subbannapalayam, M.S. Nagar Post, Banarwad Main Road, Bangalore - 560 033.
312, Masihammil Layout, Shivnanda Colony, Talabada, Coimbatore - 641 012.



Date:16-Dec-20

Ref No: RRF-4396

Ms. Sandhya D
Chennai,Tamilnadu

Dear Sandhya D,

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

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

TERMS AND CONDITIONS:

- 1. Gross Cost to Company:** The position includes a gross CTC of Rs. **182000/-** (Rupees One Lakh Eighty Two Thousand Only) per annum, before deductions, as explained further in Annexure 1.
- 2. Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs. **158000/-** (Rupees One Lakh Fifty Eight 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. **24000/-** (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.

B. Kalpana
PRINCIPAL

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

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

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

Letter of Intent

Dear Sandhya R,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before **Feb 05, 2020** to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

Thanks & Regards
Human Resources
TNQ Technologies Pvt. Ltd.
[LinkedIn](#) | [Twitter](#) | [Facebook](#)
T : +91 44 4596 4900 | tnq.co.in

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

Letter of Intent

Dear Sandhya V,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 05, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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

BIO ANALYTICAL SERVICES

EMPLOYMENT OFFER

Ref No: BAS/2020/CI/075

Dear Sandhya V,

We are pleased to offer you the position of Analyst - Bioanalysis at Bio Analytical Services. Your skills make you an excellent fit for our team, and we look forward to having you onboard.

Job Responsibilities:

As an Analyst - Bioanalysis, your primary responsibilities will include:

- Conducting research and analysis on various biotech industry topics and companies
- Preparing reports and presentations to communicate findings to clients and internal stakeholders
- Collaborating with team members to develop strategies and recommendations based on research
- Staying up-to-date on industry trends and developments to inform research and analysis
- Maintaining accurate and organized records of research findings and data

Joining Details:

Your starting date is 10th March 2020. Please report to Mr.Jagadeesan on your first day, who will provide you with an orientation and introduce you to your team members. Your work schedule will be 9.00 AM to 5.00 PM, and your work location will be Chennai.

Code of Conduct:

As an employee of Bio Analytical Services, you will be expected to adhere to the highest standards of professionalism, integrity, and ethical conduct. You will be required to sign and abide by our Code of Conduct, which outlines our expectations for behavior and ethics.

Salary Structure:

Your salary will be **Rs. 16,000** per month. This will be paid in accordance with our payroll schedule, and you will be eligible for any bonuses or incentives that may be offered.

Non-Disclosure:

As an employee of Bio Analytical Services, you will have access to confidential information and trade secrets. You will be required to sign a non-disclosure agreement, which will prohibit you from disclosing any confidential information to third parties.

B. Kalpana
PRINCIPAL

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

Natesha Apartments, 1st floor no.28, Velachery Bypass Road,
Venkateswara Nagar, Velachery, Chennai, Tamil Nadu 600042

+044 63637089

bioanalytic@gmail.com

BIO ANALYTICAL SERVICES

Termination Period:

We believe in building long-term relationships with our employees, but we also recognize that circumstances can change. If you decide to resign from your position, we request a termination notice of 3 months before your last working day. Similarly, if we need to terminate your employment for any reason, we will provide you with 3 months' notice.

Tax Advice:

We recommend that you consult with a tax advisor regarding your salary and any benefits that you may receive from Bio Analytical Services. We do not provide tax advice, and you are solely responsible for paying any taxes that may be owed.

Submitting Documents:

Please submit the following documents to HR Department before your start date:

- Signed copy of the offer letter
- Copies of Educational Certificates
- Passport Photographs
- Copies of Aadhar Card and Pan card
- Medical fitness Certificate including Blood Group details.

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

Sincerely,



Priyanka

Head - HR

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



PROVISIONAL OFFER LETTER

College Name: Prince Shri Venkateshwara Arts & Science College
Date: 24-August-2020

Dear Sandhiyasaraswathy S (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 nightshifts.
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates).

Yours sincerely,

**Talent Acquisition
Sutherland**

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

This is digitally generated soft copy hence signature is not required

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



Date:16-Dec-20

Ref No: RRF-4397

Ms. Sangeetha S
Chennai,Tamilnadu

Dear Sangeetha S,

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.182000/- (Rupees One Lakh Eighty Two Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.158000/- (Rupees One Lakh Fifty Eight 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. 24000/- (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.

CSS Corp Private Limited
CIN:U72900TN2000PTC115034

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

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

HCL TECHNOLOGIES LTD.

Division: Business Services

B-34/3, Sector 59, Noida 201 301, UP, India

Tel +91 120 4364200, Fax +91 120 2589688

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi- 110019, India

CIN- L74140DL1992PLC046369

www.hclbpo.com

hcl.com

Date: December 14, 2020

Private and Confidential

Sangeetha. S

**No.23, Pillaiyar Kovil Street,
Puzhuthivakkam, Chennai,
Tamil Nadu, India - 600091**

Dear Sangeetha.,

With reference to your application and subsequent interview, we are pleased to make you an offer - cum - appointment with **HCL Technologies Ltd., - BUSINESS SERVICES ("BSERV" or "HCL" or "Company")** as **Customer Service Representative**. You are required to report on December 15, 2020, at 09:00 a.m., at the address: **HCL Technologies Ltd., - BUSINESS SERVICES, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 203000 Per annum**. A detailed structure of your compensation will be shared on your joining. Explanation of compensation structure and employee benefits have been detailed out in **Annexure B**.
- Please note that this **offer is valid till 7 days** subjected to your offer letter acceptance.
- Your offer is subject to you being **medically fit** at the time of joining the Company. For your pre-employment medical check-up, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining. If you are found medically unfit, this offer will stand withdrawn forthwith. Decision of the company, in that regard will be final & binding.
- All our operations function **24x7, 365 days in a calendar year**. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuineness of documents or information provided by you to the Company. You are

PRINCIPAL
PRINCE SHRI RAMANANDA
ARTS AND SCIENCE COLLEGE
CHENNAI-600073.

Letter of Intent

Dear Sangeetha K,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 05, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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



netrocon digital

March 05, 2020

Sangeetha S
20/36, Elango Street,
Nanganallur, Chennai-61

Dear Sangeetha,

Sub: Offer for the post of Operation Executive

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

You will be eligible for a salary of **Rs. 1,90,000/-** 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 **8th May 2020**.


- 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


PRINCIPAL

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

Accepted

Date of Joining: 6/5/2020


Sangeetha S

ADVANTECH INSTRUMENTS AND SERVICES

No.13B, DABC Avenue, Nolambur, Mogappair West,
Chennai - 600 095, Tamil Nadu, India. Mobile : 88259 99800

Date: 22-10-2020

Strictly Personal & Confidential

Sankar Ganesh D
Puzhivakkam, Chennai.

Dear Sankar Ganesh,

Consequent to your campus interview and personal discussions with the representatives of the Company, Advantech Instruments and Services is pleased to offer you the designation of Process Executive at our Chennai Office. Please accept our heartfelt congratulations.

Your employment with the Company will be subject to the terms and conditions of this offer letter to be executed between you and the Company (the "Agreement"); the Non-Disclosure, Non-Solicitation and Non-Competition Agreement to be executed between you and the Company which is attached to the Agreement as Exhibit B (the "Covenants Agreement"); the Code of Business Conduct and Ethics; and the various policies of the Company issued and made effective by the Company from time-to-time.

If at any time during the course of your employment with the Company, you would like to review the policies of the Company as are then applicable to you, please contact the Human Resources representative for the Company. In the event of any conflict in the terms of this Agreement with the policies of the Company or the terms of the Covenants Agreement with the policies of the Company, the terms of the Agreement and/or the Covenants Agreement, as the case may prevail.

Your employment with the Company will also be guided by the core values and beliefs of the Company with the objective of facilitating the operations of the Company.

Validity of Offer

The offer of employment under this Agreement will be valid for ten days after issuance. If the offer of employment is acceptable to you, please intimate your acceptance of the same by sending an e-mail to hr@advantech.com on or before the tenth day and please sign and return the original signed copy of this Agreement and the Covenants Agreement to the Company on or before the Date of Joining (30-10-2020).

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

ADVANTECH INSTRUMENTS AND SERVICES

No.13B, DABC Avenue, Nolambur, Mogappair West,
Chennai - 600 095, Tamil Nadu, India. Mobile : 88259 99800

COMPENSATION BREAKUP

Components	Per Annum
Basic Salary	60,000
House rent allowance	69,000
Leave Travel Concession	10,000
Food Coupon	16,400
Statutory Bonus @ 8.33%	11,400
Position Allowance	9,360
Company's Contribution to PF	8,840
Total Fixed Compensation	1,85,000
Variable pay	5,000
Total Annual Compensation	1,90,000

IN WITNESS WHEREOF, the Parties hereto have executed two (2) copies of this Deed of Assignment and each Party holds one (1) copy thereof.

For Advantech Instruments and Services



HR Executive

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

**OFFER CUM APPOINTMENT LETTER FOR FIXED-TERM
EMPLOYMENT**

Santhanakrishnan V
No.1/527, 3Rd Main Road, Lakshmi Nagar,
Mudichur, Chennai - 600048
TN
IN

Dear Santhanakrishnan V,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for Fixed-Term Employment (hereinafter the "Offer cum Appointment Letter") the position of **ML Data Associate-I at Chennai, India.**

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **2 business days.**

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your fixed-term employment with Amazon India will commence on **12-Nov-2020** and shall end as per the provisions contained in Section 14 herein below.

2. Probation

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation

1

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr.
Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India

Tel : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 /
33 CIN : U72200KA2004FTC034233

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

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

5. Place of Work

Your initial place of work will be at Amazon India's in Chennai. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

Moreover, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

6. Remuneration

6.1 Your Annual Base Pay will be Rs. **254,100** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your salary will compensate you for all hours worked.

6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. B.R. Ambedkar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India

Tel : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004FTC034233

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



SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Prince Shri Venkateshwara Arts & Science College
Date: 14-September-2020

Dear Santhosh Kumar E (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 nightshifts.
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates).

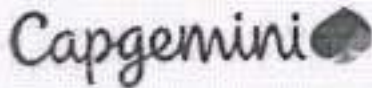
Yours sincerely,

**Talent Acquisition
Sutherland**

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

This is digitally generated soft copy hence signature is not required

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



Cappgemini Technology Services India Limited
Plant 3, C Wing, 19th Floor, Gating IT Park,
Ceding & Boyce Compound, Gate No. 2,
L.B.S. Marg, Pirojehanager, Vikram (West),
Mumbai-400 079, Maharashtra, India.
Tel: +91-22-6985 0500 | Fax: +91-22-6985 7005
www.cappgemini.com

Date: December 12, 2019

Ref No: HR/Campus/LO15274711/1

Mr. Santhosh
Prince Shri Venkateshwara Arts And Science College

Letter of Intent ("LOI")

Dear Santhosh,

With reference to your interview conducted by us at SRM University, Chennai, we are pleased to inform that you have been shortlisted for the position of **Associate** 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 subject to 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 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.

Upon joining Cappgemini,

1. You are expected to enter into an employment agreement with Cappgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Cappgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months or such other extended period as Cappgemini deems fit.
3. You may be required to undergo classroom training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

Letter of Intent

Dear Sarankumar B,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 05, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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



Date:16-Dec-20

Ref No: RRF-4401

Ms. Saranya B
Chennai,Tamilnadu

Dear Saranya B,

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.182000/- (Rupees One Lakh Eighty Two Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.158000/- (Rupees One Lakh Fifty Eight 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. 24000/- (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.

B. Kalpane
PRINCIPAL

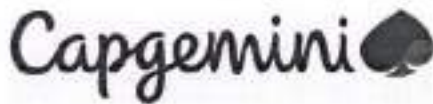
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

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

GOWRIVAKKAM, CHENNAI-600 072



Capgemini Technology Services India Limited
Plant 2, 'C' Wing, 1st Floor, Godrej IT Park,
Godrej & Boyce Compound, Gate No. 2,
L.B.S. Marg, Pirojshanagar, Vikroli (West),
Mumbai-400 079, Maharashtra, India.
Tel: +91.22.6686 0500 | Fax: +91.22.6755 7066
www.capgemini.com

Date: December 12, 2019

Ref No: HR/Campus/LO15274759/1

Mr. SARANYA K
Prince Shri Venkateshwara Arts And Science College

Letter of Intent ("LOI")

Dear Saranya,

With reference to your interview conducted by us at SRM University, Chennai, we are pleased to inform that you have been shortlisted for the position of **Associate** and **A3** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

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

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

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your final semester degree/diploma examination.

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

Upon joining Capgemini,

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


ANNEXURE 1

SARANYA K


Associate and A3

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 2,50,000/- (Rupees Two Lakhs Fifty Thousand only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & on behalf of Caggemini



Puneet Kumra
Head-Fresher Hiring

Signature: 
Candidate Name: Sarany K
Date: _____
PRINCIPAL
PRINCE SIVAKUMAR
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI - 600 073.

BIG TREE BIOTECH

No.2nd Street, Govindaraj Alamelu, Vivekananda Nagar,
Lakshmi Ammal Nagar, Korattur, Chennai, Tamil Nadu 600076

+044 27274200

bigtreebt@gmail.com

LETTER OF APPOINTMENT

12-Mar-2020

Ms. Saranya V

Prince Shri Venkateshwara Arts and Science College
Chennai

Dear Saranya V,

We are pleased to offer you the position of Clinical Technician at Big tree Biotech. This position reports directly to the Mr. Amarnath Sateesh, Clinical Manager and will be based at our Chennai facility. We believe that your skills, experience, and education make you a valuable addition to our team.

Your starting salary will be **1,14,000** Lakhs per year. You will be eligible for a review of your compensation after 6 months of employment. The review will be based on your performance and contribution to the company.

Your employment will begin on **09th June 2020**. You will be expected to work 40 hours per week. Your work schedule will be 10.00 AM to 6.00 PM.

As a Clinical Technician, You will be required to maintain a high level of accuracy, work independently, and maintain confidentiality at all times. Big tree Biotech offers a comprehensive benefits package, including health insurance, dental insurance, vision insurance, and savings plan. Details of the benefits package will be provided upon commencement of employment.

As a condition of employment, you will be required to sign an Employee Confidentiality and Non-Disclosure Agreement. The agreement states that you will not disclose any confidential information about Big tree Biotech or its clients or customers to any third party.

Please review this offer letter carefully. If you are accepting this position, please sign and return the letter by **20th March 2020**.

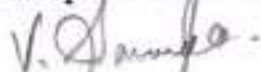
We look forward to having you join our team!

Sincerely,



Manager

I accept the offer of employment as described in this letter.



[Saranya V]

Date: 12/3/20

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

HCL TECHNOLOGIES LTD.

Division: Business Services

B-34/3, Sector 59, Noida 301 301, UP, India

Tel +91 120 4364200, Fax +91 120 2589688

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi- 110019, India

CIN- L74140DL1991PLC046369

www.hclbpo.com

www.hcl.com

Date: December 21, 2020

Private and Confidential

SELRIA BENET A

**No.2, 5th Street, North Ram Nagar,
Madipakkam, Chennai,
Tamil Nadu, India - 600091**

Dear Selria Benet A ,

With reference to your application and subsequent interview, we are pleased to make you an offer - cum - appointment with **HCL Technologies Ltd., - BUSINESS SERVICES ("BSERV" or "HCL" or "Company")** as **Customer Service Representative**. You are required to report on December 22, 2020, at 09:00 a.m., at the address: **HCL Technologies Ltd., - BUSINESS SERVICES, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 203000 Per annum**. A detailed structure of your compensation will be shared on your joining. Explanation of compensation structure and employee benefits have been detailed out in **Annexure B**.
- Please note that this **offer is valid till 7 days** subjected to your offer letter acceptance.
- Your offer is subject to you being **medically fit** at the time of joining the Company. For your pre-employment medical check-up, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining. If you are found medically unfit, this offer will stand withdrawn forthwith. Decision of the company, in that regard will be final & binding.
- All our operations function **24x7, 365 days in a calendar year**. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuineness of documents or information provided by you to the Company. You are

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCES COLLEGE
Signature of the employee
090973

BIO ANALYTICAL SERVICES

EMPLOYMENT OFFER

Ref No: BAS/2020/CI/071

Dear Saranya V

We are pleased to offer you the position of Analyst - Bioanalysis at Bio Analytical Services. Your skills make you an excellent fit for our team, and we look forward to having you onboard.

Job Responsibilities:

As an Analyst - Bioanalysis, your primary responsibilities will include:

- Conducting research and analysis on various biotech industry topics and companies
- Preparing reports and presentations to communicate findings to clients and internal stakeholders
- Collaborating with team members to develop strategies and recommendations based on research
- Staying up-to-date on industry trends and developments to inform research and analysis
- Maintaining accurate and organized records of research findings and data

Joining Details:

Your starting date is 10th March 2020. Please report to Mr.Jagadeesan on your first day, who will provide you with an orientation and introduce you to your team members. Your work schedule will be 9.00 AM to 5.00 PM, and your work location will be Chennai.

Code of Conduct:

As an employee of Bio Analytical Services, you will be expected to adhere to the highest standards of professionalism, integrity, and ethical conduct. You will be required to sign and abide by our Code of Conduct, which outlines our expectations for behavior and ethics.

Salary Structure:

Your salary will be **Rs. 16,000** per month. This will be paid in accordance with our payroll schedule, and you will be eligible for any bonuses or incentives that may be offered.

Non-Disclosure:

As an employee of Bio Analytical Services, you will have access to confidential information and trade secrets. You will be required to sign a non-disclosure agreement, which will prohibit you from disclosing any confidential information to third parties.

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

BIO ANALYTICAL SERVICES

Termination Period:

We believe in building long-term relationships with our employees, but we also recognize that circumstances can change. If you decide to resign from your position, we request a termination notice of 3 months before your last working day. Similarly, if we need to terminate your employment for any reason, we will provide you with 3 months' notice.

Tax Advice:

We recommend that you consult with a tax advisor regarding your salary and any benefits that you may receive from Bio Analytical Services. We do not provide tax advice, and you are solely responsible for paying any taxes that may be owed.

Submitting Documents:

Please submit the following documents to HR Department before your start date:

Signed copy of the offer letter

Copies of Educational Certificates

Passport Photographs

Copies of Aadhar Card and Pan card

Medical fitness Certificate including Blood Group details.

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

Sincerely,



Priyanka
Head - HR

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

BIG TREE BIOTECH

No.2nd Street, Govindaraj Alamelu, Vivekananda Nagar,
Lakshmi Ammal Nagar, Korattur, Chennai, Tamil Nadu 600076

+044 27274200

bigtreebt@gmail.com

LETTER OF APPOINTMENT

12-Mar-2020

Ms. Sandhiya H

Prince Shri Venkateshwara Arts and Science College
Chennai

Dear **Sandhiya H,**

We are pleased to offer you the position of Clinical Technician at Big tree Biotech. This position reports directly to the Mr. Amarnath Sateesh, Clinical Manager and will be based at our Chennai facility. We believe that your skills, experience, and education make you a valuable addition to our team.

Your starting salary will be **1,14,000** Lakhs per year. You will be eligible for a review of your compensation after 6 months of employment. The review will be based on your performance and contribution to the company.

Your employment will begin on **09th June 2020**. You will be expected to work 40 hours per week. Your work schedule will be 10.00 AM to 6.00 PM.

As a Clinical Technician, You will be required to maintain a high level of accuracy, work independently, and maintain confidentiality at all times. Big tree Biotech offers a comprehensive benefits package, including health insurance, dental insurance, vision insurance, and savings plan. Details of the benefits package will be provided upon commencement of employment.

As a condition of employment, you will be required to sign an Employee Confidentiality and Non-Disclosure Agreement. The agreement states that you will not disclose any confidential information about Big tree Biotech or its clients or customers to any third party.

Please review this offer letter carefully. If you are accepting this position, please sign and return the letter by **20th March 2020**.

We look forward to having you join our team!

Sincerely,



Manager

I accept the offer of employment as described in this letter.


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
Date: _____
KORATTUR, CHENNAI - 600 073.

HCL TECHNOLOGIES LTD.

Division: Business Services

B-34/3, Sector 58, Noide 301 301, UP, India

Tel +91 120 4364200, Fax +91 120 2589688

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi- 110019, India

CIN- L74140DL1991PLC046369

www.hclbpo.com

Date: December 14, 2020

Private and Confidential

Saranya. M

**No.31/36, Ambedkar Street, Gandhi Nagar,
East Tambaram, Chennai,
Tamil Nadu, India - 600059**

Dear Saranya.,

With reference to your application and subsequent interview, we are pleased to make you an offer - cum - appointment with **HCL Technologies Ltd., - BUSINESS SERVICES ("BSERV" or "HCL" or "Company")** as **Customer Service Representative**. You are required to report on December 15, 2020, at 09:00 a.m., at the address: **HCL Technologies Ltd., - BUSINESS SERVICES, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 203000 Per annum**. A detailed structure of your compensation will be shared on your joining. Explanation of compensation structure and employee benefits have been detailed out in **Annexure B**.
- Please note that this **offer is valid till 7 days** subjected to your offer letter acceptance.
- Your offer is subject to you being **medically fit** at the time of joining the Company. For your pre-employment medical check-up, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining. If you are found medically unfit, this offer will stand withdrawn forthwith. Decision of the company, in that regard will be final & binding.
- All our operations function **24x7, 365 days in a calendar year**. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuiness of documents or information provided by you to the Company. You are

B. Kalpana
PRINCIPAL
ARTS AND SCIENCE COLLEGE
GOWRIVA
Signature of the employee



Capgemini Technology Services India Limited
Plant 2, 'C' Wing, 1st Floor, Godrej IT Park,
Godrej & Boyce Compound, Gate No. 2,
L.B.S. Marg, Pirojshanagar, Vikroli (West),
Mumbai-400 079, Maharashtra, India.
Tel: +91.22.6696 0500 | Fax: +91.22.6755 7066
www.capgemini.com

Date: December 12, 2019

Ref No: HR/Campus/LO15274759/1

**Ms. Saranya J ,
Prince Shri Venkateshwara Arts And Science College**

Letter of Intent ("LOI")

Dear Saranya J ,

With reference to your interview conducted by us at SRM University, Chennai, we are pleased to inform that you have been shortlisted for the position of **Associate and A3** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

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

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

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your final semester degree/diploma examination.

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

Upon joining Capgemini,

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

B. Kalpana
PRINCIPAL

Letter of Intent

Dear Saranya K,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 05, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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



netrocon digital

March 05, 2020

Saranya M
No.7, Kulakarai Street,
Narayanapuram, Chennai-600100

Dear Saranya,

Sub: Offer for the post of Operation Executive

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

You will be eligible for a salary of **Rs. 1,90,000/-** 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 **8th May 2020**.

- 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: 6/5/2020


Saranya M

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



netrocon digital

March 05, 2020

Saranya S
G2, Ruby Enclave,
Kulakarai street,
West Tambaram,
Chennai; 600045

Dear Saranya,

Sub: Offer for the post of Operation Executive

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

You will be eligible for a salary of **Rs. 1,90,000/-** 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 **8th May 2020**.

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 - Work experience certificates, Last drawn Pay slip, Form 16/salary certificate
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 - 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,

Accepted

Date of Joining: 6/5/2020

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

Shirley Vincent
Shirley Vincent,
Director

S. Saranya
Saranya S

Letter of Intent

Dear Sarath B,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 05, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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



netrocon digital

March 05, 2020

Sarumathy B

No:12,Parasuraman Nagar,
Pallikaranai,Chennai-600100

Dear Sarumathy,

Sub: Offer for the post of Operation Executive

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

You will be eligible for a salary of **Rs. 1,90,000/-** 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 **8th May 2020**.


- 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,

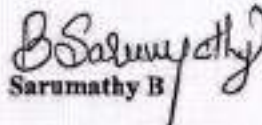
Yours truly,

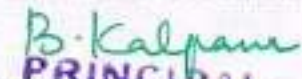
For Netrocon Digital,


Shirley Vincent,
Director

Accepted

Date of Joining: 6/5/2020


Sarumathy B


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

Letter of Intent

Dear Sasikala K,
B.COM,
Prince Shri Venkateshwara Arts & Science College

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

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

Acknowledge this mail on or before Feb 05, 2020 to indicate your acceptance of this offer.

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

- a) Chennai
- b) Coimbatore

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

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

Feel free to write back to us for any clarifications.

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

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

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



Date:16-Dec-20

Ref No: RRF-4403

Mr. Sathish A
Chennai,Tamilnadu

Dear Sathish A,

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.182000/- (Rupees One Lakh Eighty Two Thousand Only) per annum, before deductions, as explained further in Annexure 1.
- 2. Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs.158000/- (Rupees One Lakh Fifty Eight 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. 24000/- (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.

CSS Corp Private Limited
CIN:U72900TN2000PTC115034

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

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

THE UNIVERSITY OF CHICAGO
LIBRARY
540 EAST 57TH STREET
CHICAGO, ILL. 60637

BIG TREE BIOTECH

No.2nd Street, Govindaraj Alamelu, Vivekananda Nagar,
Lakshmi Ammal Nagar, Korattur, Chennai, Tamil Nadu 600076

+044 27274200

bigtreebt@gmail.com

LETTER OF APPOINTMENT

12-Mar-2020

Mr. Sathish B

Prince Shri Venkateshwara Arts and Science College
Chennai

Dear **Sathish B**,

We are pleased to offer you the position of Clinical Technician at Big tree Biotech. This position reports directly to the Mr. Amarnath Sateesh, Clinical Manager and will be based at our Chennai facility. We believe that your skills, experience, and education make you a valuable addition to our team.

Your starting salary will be **1,14,000** Lakhs per year. You will be eligible for a review of your compensation after 6 months of employment. The review will be based on your performance and contribution to the company.

Your employment will begin on **09th June 2020**. You will be expected to work 40 hours per week. Your work schedule will be 10.00 AM to 6.00 PM.

As a Clinical Technician, You will be required to maintain a high level of accuracy, work independently, and maintain confidentiality at all times. Big tree Biotech offers a comprehensive benefits package, including health insurance, dental insurance, vision insurance, and savings plan. Details of the benefits package will be provided upon commencement of employment.

As a condition of employment, you will be required to sign an Employee Confidentiality and Non-Disclosure Agreement. The agreement states that you will not disclose any confidential information about Big tree Biotech or its clients or customers to any third party.

Please review this offer letter carefully. If you are accepting this position, please sign and return the letter by **20th March 2020**.

We look forward to having you join our team!

Sincerely,



Manager

I accept the offer of employment as described in this letter.



[Sathish B]

Date: 12/03/2020

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



PROVISIONAL OFFER LETTER

College Name: Prince Shri Venkateshwara Arts & Science College
Date: 03-August-2020

Dear Sathish Kumar T (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 nightshifts.
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates).

Yours sincerely,

**Talent Acquisition
Sutherland**

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

This is digitally generated soft copy hence signature is not required

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



GSTIN : 33AABCF2938E120
PAN : AABCF2938E

FIRSTMAN MANAGEMENT SERVICES PVT LTD

Registered & Corporate Office : # 20/41, 1st Avenue Defence Officers Colony, Ekkatuthangal, Chennai - 600 032.
E-mail : chennai@firstman.co.in Website : www.firstman.co.in
☎ 044 - 2234 0036 / 2234 0046

FIXED TERM APPOINTMENT LETTER

Ref No: FMS/IIT/APPLTR/2019-20/0199/09

Date: 10-Jan-2020

To

Mr. SATHISH KUMAR K
CHENNAI

Dear Mr. SATHISH KUMAR K,

It is our pleasure to appoint you as "Junior Executive" in Firstman Management services (P) Limited, in Project Stream or in any such capacity as the management shall from time to time determine. Your fixed term engagement period would be from **20-Jun-2020 to 30-May-2021**.

During your employment you will be paid a Consolidated Pay of **Rs.15830/- (Rupees Fifteen Thousand Eight Hundred and Thirty Only)**.

You will be working with us on this project for the said tenure on the following terms & conditions.

1. APPOINTMENT

- During the above mentioned period you will be required to render service with our client IIT Madras as per their requirement at their project sites in India.
- You will be liable to be transferred in such capacity as "Junior Executive" may from time to time determine to any other location, department, function or its subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
- Deduction of Income Tax, Professional tax & other statutory deduction shall be made as per the requirements.
- We provide support to our global customers from various locations in India to suit customers' needs on a 24x7 basis. You may be required to operate from any of these locations and in any of the shifts, as may be decided by client keeping in view business needs and deliverables to customers.

B. Kalpana
PRINCIPAL

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

Page 1 of 5

Regional Offices : # 11/26, First Main Road, Ramalinga Nagar, Worayur, Trichy - 620 003.
23D, Iswaripuri Colony, Sainikpuri, Secunderabad - 500 094.
5, Ayyappa Temple Street, Subbannapalaya, M.S. Nagar Post, Banaswadi Main Road, Bangalore - 560 033.
312, Mithiammal Layout, Sivananda Colony, Tatabad, Coimbatore - 041 012.



GSTIN : 33AABCF2938E120

PAN : AABCF2938E

FIRSTMAN MANAGEMENT SERVICES PVT LTD

Registered & Corporate Office : # 20/41, 1st Avenue Defence Officers Colony, Ekkattuhangal, Chennai - 800 032.

E-mail : chennai@firstman.co.in

Website : www.firstman.co.in

☎ 044 - 2234 0036 / 2234 0046

2. CLAUSES:

The employer hereby prohibit the employee from engaging any sexual harassment at client's workplace and the employee premises to refrain from any form of sexual harassment during the course of employment in any around the premises of employment. If the employee violates the term mentioned in the agreement, he/she shall be fully responsible for his/her actions and the employer/client shall not be held responsible for any illegal acts committed at the discretion of the employee. If the employee's gross misconduct resulting in material damage/loss of property or equipment or any tangible / intangible items/ assets etc., will be dealt severely and employee solely responsible for damage or loss.

The Employee agrees to assign to the Employer all present and future right, title, and interest to all intellectual property ("Intellectual Property") created or discovered during the course of their employment. Intellectual Property includes, but is not limited to, algorithms, code, concepts, developments, designs, discoveries, ideas, formulae, improvements, inventions, processes, software, trademarks, and trade secrets. Intellectual Property also includes the tangible embodiments (e.g. - drawings, notes) of any intangible items. The Employee agrees to cooperate with the Employer to do whatever is reasonably necessary to obtain the patents and copyrights required to secure the Employer's ownership rights in the Intellectual Property.

The Employee will cooperate with the Employer during the course of their employment as well as after termination of this Agreement.

Upon termination of this Agreement, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during the course of their employment. The Employee will not make copies or attempt to recreate the tangible embodiments.

WISH YOU ALL THE BEST!!!

For Firstman Management Services (P) Limited

Authorized Signatory

I agree that I have read, understand, and accept employment with M/s. Firstman Management Services Pvt. Ltd. under the terms and conditions stated above.

(Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

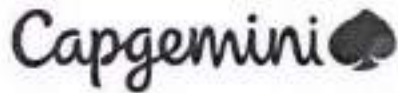
Name: Mr. SATHISH KUMAR K

Date: 18/6/20

Signature:

B. Kalpana
SATHISH K
PRINCE SHRI VENKATESHWAR
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073

Regional Offices : # 11/25, First Main Road, Ramalinga Nagar, Woraiyur, Trichy - 620 004
23/0, Iswaranpuri Colony, Sainikpuri, Secunderabad - 500 094.
5, Ayyappa Temple Street, Subbannapalayam, M.S. Nagar Post, Banaswadi Main Road, Bangalore - 560 033.
312, Masilamani Layout, Sivananda Colony, Talabadi, Coimbatore - 541 012.



Cappgemini Technology Services India Limited
Plant 2, 'C' Wing, 1st Floor, Godrej IT Park,
Godrej & Boyce Compound, Gate No. 2,
L.B.S. Marg, Pirojshanagar, Vikrol (West),
Mumbai-400 079, Maharashtra, India.
Tel: +91.22.6686 0500 | Fax: +91.22.6756 7066
www.cappgemini.com

Date: December 12, 2019

Ref No: HR/Campus/LO15274759/1

Mr. Sathish S
Prince Shri Venkateshwara Arts And Science College

Letter of Intent ("LOI")

Dear Sathish S,

With reference to your interview conducted by us at SRM University, Chennai, we are pleased to inform that you have been shortlisted for the position of **Associate** 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 subject to 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 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.

Upon joining Cappgemini,

1. You are expected to enter into an employment agreement with Cappgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Cappgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months or such other extended period as Cappgemini deems fit.
3. You may be required to undergo classroom training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

10-Mar-2020

S.Sathya Priya

Prince Shri Venkateshwara Arts & Science College

Dear S.Sathya Priya,

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

1. Start Date and Employment Status:

Your start date will be **08-June-2020** and your employment status will be full-time, exempt.

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

3. Benefits:

We offer a comprehensive benefits package, including:

Medical, dental, and vision insurance

Paid time off (PTO) and holidays.

Flexible spending accounts (FSAs)

Employee assistance program (EAP)

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

4. Job Duties and Responsibilities:

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

Developing and maintaining web applications and websites

Collaborating with designers and other developers to create user-friendly, responsive web experiences

Writing clean, efficient, and well-documented code

Debugging and troubleshooting issues with web applications

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

B. Kalpana

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

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

SAMTECH SOLUTIONS

5. Confidentiality and Non-Disclosure:

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

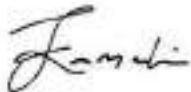
6. Termination:

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

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

We look forward to having you join our team.

Sincerely,

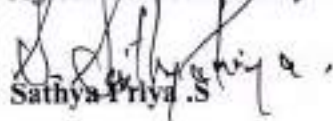


Kannaki S

**Manager - Human resources
Samtech Solutions**

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

Agreed and Accepted by



Sathya Priya .S

F2,GiriApartments,BehindIOB,Virugambakkam,
Chennai-600092,TamilNadu,
E-mail:Indiasamsolutions@hotmail.com