

23-Jul-2019

Dear MEENAKSHI B,

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

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

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

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that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been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 This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal.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

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

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

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

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

Best Regards,

Subhash Banerji

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

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

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: June 27, 2019

Private and Confidential

Meera H

**NO.7, Ragavendhra Colony, Brindavan Nagar, Madambakkam,
Chennai, Tamil Nadu,
India – 600126.**

Dear Meera,

Congratulations! With reference to your application and subsequent interview, we are pleased to make you an offer -cum - appointment with **HCL Technologies Ltd., - Digital Process Operations ("DPO" or "HCL" or "Company")** as **Process Associate**. You are required to report **on July 15, 2019 at 09:00 a.m.**, at the address: **HCL Technologies Ltd., - Digital Process Operations, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 190000 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**.
- This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web-based application) is as good as signing of physical contract form on mutual agreement between you and the Company. It has legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiter's email id syedmohamed.asadali@hcl.com , failing which the offer will stand null and void.
- Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement.
- 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

Signature of the employee

HCL

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left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

- You will be retired from service on attaining superannuation age of 58 years or earlier in case you are found physically and/or mentally unfit to work any longer or for continued ill-health as certified by the medical officer nominated by the Company.
- You are requested to submit 10 passport size photographs and the attested copies of the following documents, at the time of joining:
 - School leaving certificate / birth certificate
 - Educational qualification certificate (from 10th std onwards) along with mark sheets
 - Passport (The first 4 and the last 4 pages)
 - Relieving letter or duly accepted resignation letter from your present and previous employers
 - Salary certificate from your present and previous employers

Please ensure to accept the Online Offer Letter once you have gone through all the clauses. Your acceptance to the Letter is mandatory before you report to joining.

Please note that no commitments other than what is mentioned in this letter & its annexure(s) will be applicable to you or entertained by us.

You are advised to go through the contents of this offer letter and the annexure(s) before signing the duplicate copy.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,

For HCL TECH LTD BPO SERVICES



Amrita Das
Senior Vice President
Head-Global Rewards

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

Signature of the employee

HCL

IRADAAT

Intelligence . Prowess

IRADAAT BUSINESS SOLUTIONS

21st January, 2019

Congratulations & Welcome

Hi Mercy Sneha S,

This is in reference to your job registration and the subsequent interview you had with us; we are pleased to offer you employment for the position of **Process Associate** with our organization.

You are offered a monthly gross CTC of Rs.12,206 (Twelve thousand two hundred and six rupees only per month). This deduction will be as per the Govt Taxation Guidelines.

On this note, you are also requested to submit the documents related to your qualification on the date of joining (18/04/19). You can email us scan copy of these entire documents with their respective originals at the date of joining for verification.

S. Shrinivas
Manager - HR



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

www.iradaat.com
info@iradaat.com

Regd Off:
G2, CTA Garden, Chennai, India. 600122
+91 7358264635



OFFER LETTER

Date: 24th April 2019

Dear Mohammed Suhail L M

Welcome to Synergy India!

It gives us great pleasure to offer the role of **Project Trainee** for which you have interviewed with us. The Total Annual Salary will be **INR 2,80,000 per annum**. The compensation and the other benefits that you would be entitled will be stated to you after the completion of 16 days of training with us. We request you to return the enclosed duplicate copy of the offer letter while joining the firm.

The date of joining with us will be any day on or before **10th Jun 2019**.

The role, in which you join us, is a very important one which will entail dealing with important and sensitive information, records and such other matters of the company, you are informed to maintain secrecy of the official matters.

We look forward to you joining our team. We are sure that you will have a bright career with our company. We take this opportunity to welcome you and your family into the folds of us.

Regards,

Mr. P. Vikram
Human Resources

Signature of the Candidate: LM Suhail

Date: 3-6-2019

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

Personiv an eClerx company

21st March 2019

1st Floor
Tidel IT Park
ELCOT SEZ

Dear Mr.MOHAN RAJ G

Congratulations! We are pleased to confirm that you have been selected to work for Personiv Private Limited. We are delighted to make you the following job offer.

The position we are offering you is that of System Administor at a monthly salary of Rs.25,000/- with an annual cost to company Rs.3,00,000/-. This position reports to Senior System Admin, Mr. Sanjay. Your working hours will be from 08.30 AM to 5.15 PM.

We would like you to start work on June 2019. Please report to Senior System Admin, Mr. Sanjay, for documentation and orientation. If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me by 1st July 2019 to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of our Personiv and look forward to working with you

Sincerely,



Mr. Sanjay
Senior System Admin
Personiv

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

November 23, 2018

Dear Mohana Priya C,

SUB: Offer Letter

Congratulations! With reference to your interview, we are pleased to offer you the position as **Associate Product Developer** at our Chennai office.

You are also required to complete the Java certification within 3 months of joining us.

The breakup of your compensation package is provided herewith. We would like you to join our company in the **month of June 2019**, unless otherwise agreed to in writing or else the offer will be null and void. We would notify you 15 days well in advance on your exact DOJ. You will be issued a detailed appointment letter on your joining us.

ANNEXURE: COMPENSATION STRUCTURE

Components	Monthly	Annually
Basic	₹ 8,167	₹ 98,000
House Rent Allowance	₹ 4,083	₹ 49,000
Special Allowance	₹ 7,660	₹ 91,921
Total Gross Salary	₹ 19,910	₹ 2,38,921
Employer Contribution		
Provident Fund	₹ 1,800	₹ 21,600
Gratuity **	₹ 393	₹ 4,714
ESI	₹ 648	₹ 7,765
Total Employer Contribution	₹ 2,841	₹ 34,079
Annually		
Fixed Bonus		7,000
Employee Contribution		
Provident Fund	₹ 1,800	₹ 21,600
ESI	₹ 149	₹ 1,792
Total Employee Contribution	₹ 1,949	₹ 23,392
Cost To Company (CTC)		₹ 2,60,010
Estimated Monthly Net Salary*		₹ 17,961

Note 1:

Excluding taxes (Professional Tax, Income Tax, etc.,)

Gratuity is payable to employee on completion of 5 years' service as per payment of Gratuity Act, 1972

Note 2:

Our monthly payroll cycle is from 1st to last day of every month

Private and Confidential
Block No. A (Module 4), 5th Floor, SP Infocity, No. 40, MGR Salai, Perungudi, Kandanchavadi
Chennai, TN 600096IN
CIN-U72900TN2015PTC129361
www.neeyamoworks.com

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

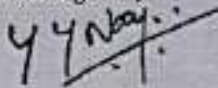
You are asked to report for duty at the following address:

Neeymo Enterprise Solutions(P)
Ltd., No.40, Dr.MGR Salai,
Global Infocity,
Kandanchavadi, Perungudi, Chennai-600096

Please indicate your acceptance of this offer under the terms described above by returning a signed and Dated copy of this letter no later than **5th December 2018** post which the offer stands null & void.

We count on you to take NeeymoWorks to greater heights. Wish you the very best!

Best Regards,



Y.Y. Narayanan
CEO- NeeymoWorks

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

Date: 16th of Dec '19
Name: Mohan Kumar R



Sub: Letter of Offer

Dear Mohan Kumar R,

We are pleased to offer you the position of **Customer Care Executive**. You shall report for a comprehensive training program on May/June/July 2019 at 10.00 AM.

Your monthly CTC will be Rs.11,100/-. The details of your salary break up are provided to you in the annexure.

The offer is subject to:

- You submitting the degree certificate and all your mark sheets at the time of joining.
- A satisfactory reference from the list of referees furnished by you at the time of joining.
- A satisfactory medical opinion, if required, from a registered medical practitioner (RMP) nominated by the company.
- Submission of satisfactory proofs regarding information declared by you, i.e., your age, educational qualification, previous work experience and relieving letter from your last employer etc.

You will be under training which will vary for a period from 2 to 8 weeks depending on the performance and the project that you would be assigned. Your continuity in the organization is subject to successful clearance of training evaluation.

You will be on probation for a period of 6 months and will be confirmed on rolls upon successful completion of the probation (The probation is inclusive of the training period).

We are looking forward to you building a successful career with ALLSEC.

Best Wishes,

For Allsec Technologies Limited,

Authorized Signatory
Human Resources Department

B. Kalpana
PRINCIPAL

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

ALLSEC TECHNOLOGIES LTD.

Regd. Office: 46-B, Velachery Rd, Nehru Nagar, Velachery, Chennai, Tamil Nadu 600042.
Tel: +9144,4299 7070 web: www.allsectech.com
Corporate Identity Number : L72300TN1998PLC041033, Email : contactus@allsectech.com.



**American
Megatrends**
Invent Future

12th April 2019

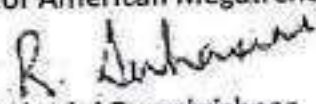
Dear P.MONICA,

We are pleased to offer you the post of **System Software Associate - Trainee** in our organization. The terms and conditions of the offer are as below. You are expected to join on or before **19-Aug-2019**. Please note that the offer is not valid beyond the agreed joining date unless otherwise with your valid reason in written and subject to company's acceptance of your reason in this regard.

1. Designation : System Software Associate - Trainee
2. Probation : You will be on probation for an initial period of 6 months, which can be extended or reduced at the sole discretion of the management. Until such time as you are informed in writing of your confirmation, you will continue to be on probation.
3. Bond : You will be required to sign a Bond with American Megatrends India Private Limited for **3 years for Rs.2,00,000 (Two Lakhs Only)**
4. Notice Period : During probation, the appointment is terminable by either side by giving 30 days' notice in writing or payment of 30 days salary in lieu thereof. After confirmation the appointment is terminable by either side giving 45 days' notice in writing or payment of 45 days salary in lieu thereof.
5. Rules and regulations : This offer is valid based on report pertaining to background verification, submission of your Passport, Pan Card, Aadhar Card, course completion certificate or convocation certificate, conduct certificate and 4-wheeler Driving License. Your acceptance will be by conformance to abide the rules, regulations and guidelines of the company which is subject to amendment from time to time.
6. Compensation : You are entitled for an annual pay of **Rs.2,00,000 (Two Lakhs Only) Per Annum**. The detailed pay structure will be given to you on your date of joining.

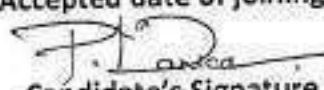
We welcome you to AMI India family and look forward for a long and mutually beneficial association.

For American Megatrends India Pvt. Ltd


Sahasini Ramakrishnan
Vice President - HR & Quality


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

Offer Accepted

Accepted date of joining

Candidate's Signature

American Megatrends India Private Limited

An ISO 9001:2015 & ISO 27001:2013 Certified Organisation
Kumaran Nagar Semmenchery, Off Rajiv Gandhi Salai (OMR), Chennai-600119, India
Tel: [91] 44-66540922 Fax: [91] 44-66540901 www.amiindia.co.in
PIN: 11300067M 1 00:1970077736

26/02/2019

To

U.MONICA
Department- B.Sc Microbiology
College-Prince Shri Venkateshwara Arts and Science College

Dear U.MONICA ,

Sub: Letter of Offer
Ref: campus interview

Greetings from Visionary RCM,

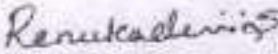
Following your interview, we are very pleased to offer you the position of Trainee-Coding Services under Train and Hire Program. Congratulations!!


As discussed and mutually agreed by us:

1. Company will provide intensive Medical coding training for 2 months from the Date of training on boarding. You Will be paid a stipend of RS.5000 for both the months which will be credited to you along with your first and Second month salary post clearing the CRC (Certified Risk Adjustment Coder by AAPC) Certification. If you do not Clear the final training assessment you will not be absorbed in our rolls and the company does not owe you Anything.
2. Please be informed that it is an international certification and post the training, based on our internal evaluation the organization shall sponsor for the examination. Thereafter, your salary is subject to increase with annual appraisals based on the performance every year.
3. Under special circumstances, based on the organizational requirements, we can also absorb associates who have not cleared CRC certification. In that case, monthly CTC will be Rs.15,000(subject to increase with appraisals based on the performance of the candidate.
4. You will be joining us in our Chennai Branch at the below mentioned address:

Visionary RCM, 3rd Floor, Block 1B, DLF Info City Chennai Ltd, No 1/24 Shivaji Gardens,
Mount Poonamallee Road, Manapakkam, Chennai-600089.

Yours faithfully,
For Visionary RCM Infotech (India) Private Limited


Renuka Devi S
VP-HR&Compliance.


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

Visionary RCM Infotech (India) Private Limited

Offer Letter

Name : Monika G
College: Prince Shri Venkateshwara Arts and Science
Dear **Monika G,**

Date:05, December 2018

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that Your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **"JZEE Developer"**. After successful completion of performance evaluation of the project at the end of your Probation your Annual Total Compensation will be **INR 2,50,000 PA (Two Lakhs Fifty Thousand only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

Your services are transferable and you can be seconded or deputed by the company in any operation/ projects or any other establishment in India, at the sole discretion of the management.

If found insubordination during probation and goes negligence of duties for which you are making yourself liable for necessary action or corrective action up to and including discharge.

We will inform you the D.O.J after completing your internship. At this time of joining please submit the photocopy of the following documents (Educational documents,5 Passport size photograph, Address proof and ID proof (Aadhaar Card, PAN Card)).

Regards,




Murali T

Head- Human Resource


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

26/02/2019

To

S.MONIKA
Department- B.Sc Microbiology
College-Prince Shri Venkateshwara Arts and Science College

Dear S.MONIKA,

Sub: Letter of Offer
Ref: campus interview

Greetings from Visionary RCM,


Following your interview, we are very pleased to offer you the position of Trainee-Coding Services under Train and Hire Program. Congratulations!!

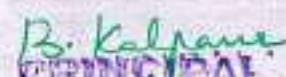
As discussed and mutually agreed by us:

1. Company will provide intensive Medical coding training for 2 months from the Date of training on boarding. You Will be paid a stipend of RS.5000 for both the months which will be credited to you along with your first and Second month salary post clearing the CRC (Certified Risk Adjustment Coder by AAPC) Certification. If you do not Clear the final training assessment you will not be absorbed in our rolls and the company does not owe you Anything.
2. Please be informed that it is an international certification and post the training, based on our internal evaluation the organization shall sponsor for the examination. Thereafter, your salary is subject to increase with annual appraisals based on the performance every year.
3. Under special circumstances, based on the organizational requirements, we can also absorb associates who have not cleared CRC certification. In that case, monthly CTC will be Rs.15,000(subject to increase with appraisals based on the performance of the candidate.
4. You will be joining us in our Chennai Branch at the below mentioned address:

Visionary RCM, 3rd Floor, Block1B, DLF Info City Chennai Ltd, No1/24 Shivaji Gardens,
Mount Poonamallee Road, Manapakkam, Chennai-600089.

Yours faithfully,
For Visionary RCM Infotech (India) Private Limited


Renuka Devi S
VP-HR&Compliance.


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

Visionary RCM Infotech (India) Private Limited

Ref/AS008/July/Chennai/VI

OFFER LETTER-PRIVATE & CONFIDENTIAL

July 16, 2019

M.Monika,
No.15/38, Dr. Ambethkar Street,
Kamarajapuram,
Chennai-73.

Dear Monika,

Welcome to A S Soft Technologies Private Limited.

It was a pleasure meeting you to explore a career opportunity with A S SOFT TECHNOLOGIES PRIVATE LIMITED. Based on our discussions, we are pleased to offer you the position of **Associate Consultant, in Band1 and Level 1** with our organization. The gross compensation will be **INR 280000/-** (Rupees Two Lakhs Eighty Thousand Only) per annum. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexure.

At A S SOFT TECHNOLOGIES PRIVATE LIMITED we believe we have a historic opportunity of building global world class company. We also believe we are very unique in several ways – our equal strengths in Applications, BPO and ITO; being a flat, open and communicative organization; our ethos that encourages, promotes and rewards empowerment; initiative; flawless execution and leadership. In return, we promise to provide you a platform to grow and fulfil your personal and professional goals. We look for professionals like you who would partner the future growth of the organization. We are confident that with your skills, competencies and capabilities you would be a valuable addition to the team.

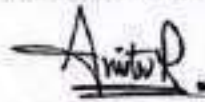
This offer of employment is contingent upon you fulfilling the background verification process that the organization will conduct. We look forward to you joining us at our Chennai office on August 05, 2019.

Please keep your recruiter informed, in case of advancement in the joining date.

Please endorse your acceptance by duly signing the duplicate copy of this letter on all sheets at the bottom on the right corner and return to the undersigned by either mailing it or handing it over to us.

Yours Sincerely,

For A S SOFT TECHNOLOGIES PRIVATE LIMITED.,



Anita Roselin
Global Head-HRD



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

A S SOFT TECHNOLOGIES PRIVATE LIMITED

Level 5, Prestige Palladium Bayan, 129-140 Greams Road, Chennai, Tamil Nadu 600006

+91 44 6620 5575

info@asoftware.net

www.asoftware.net

IRADAAT

Intelligence . Prowess

IRADAAT BUSINESS SOLUTIONS

21st January, 2019

Congratulations & Welcome

Hi Monika R,

This is in reference to your job registration and the subsequent interview you had with us; we are pleased to offer you employment for the position of **Process Associate** with our organization.

You are offered a monthly gross CTC of Rs.12,206 (Twelve thousand two hundred and six rupees only per month). This deduction will be as per the Govt Taxation Guidelines.

On this note, you are also requested to submit the documents related to your qualification on the date of joining (18/04/19). You can email us scan copy of these entire documents with their respective originals at the date of joining for verification.

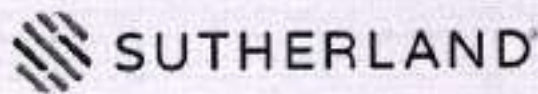
S. Shree
Manager



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

www.iradaat.com
info@iradaat.com

Regd Off:
G2, CTA Garden, Chennai, India. 600122
+91 7358264635



January 5, 2019

Dear Monish Ganapathy S,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us **on or before January 7, 2019** on the following terms and conditions.

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

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

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

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

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

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

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

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

B. Kalpana

PRINCIPAL

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

Sutherland Global Services Private Ltd.
Annexure

Name of the Employee: Monish Ganapathy S
Designation: Associate-CS Internet
Date of Joining: January 7, 2019
Level: 1

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

B. Kalpana
PRINCIPAL

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

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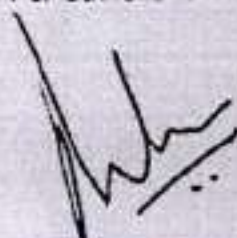
Gratuity	Gratuity amount shall accrue annually, and the eligibility will be only on completion of 5 years of continues service with Sutherland and payable at the time of Final Settlement of Accounts
Insurance Coverage	<p>Sum insured under Accident Insurance is Rs.500,000/-,</p> <p>Mediclaim is Rs.200,000.00/-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

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

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

Sincerely,

For Sutherland



Thendral Rajendran

Associate Vice President - Talent Acquisition

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

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



No.34,Venkateshwara Colony
Nehru Nagar,3rd Cross Street,
Near Taramani Railway Station
Chennai-600 041. Phone:044-54521263
E-Mail:kathir@alcanceotech.com

Ref: ALT-574-18

OFFER LETTER

Date: 6.02.2019

To

**Mr.Monish S,
Prince Shri Venkateshwara Arts and Science College, Chennai.
B.C.A**

Dear Mr.Monish,

Alcance Technologies is pleased to offer you as **Data Analyst** and your CTC for the post will be **Rs.13,500 per month**.

Your Joining date for training would be on 29th May 2019.

The appointment order would be issued after 12 days of training.

Alcance Technologies Welcomes You!

Note: This offer will expire by 30th May 2019.

Your Reporting Address:

The HR Department,
Zealous Services,
No.17/7, Shafika Building,
Kodambakkam High Road, Nungambakkam,
Chennai-600 034.

Reporting Time :9am

Received and accepted

With Warm Regards,

MONISH S

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

Kathirevel
Kathirevel Ganapathiappan
Director.

"Exceeding the Expectations"

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: June 27, 2019

Private and Confidential

Monisha E

**NO.3, Yogambal Street, Krishna Road, New Perungalathur,
Chennai, Tamil Nadu,
India – 600063.**

Dear Monisha,

Congratulations! With reference to your application and subsequent interview, we are pleased to make you an offer -cum - appointment with **HCL Technologies Ltd., - Digital Process Operations ("DPO" or "HCL" or "Company")** as **Process Associate**. You are required to report **on July 15, 2019 at 09:00 a.m.**, at the address: **HCL Technologies Ltd., - Digital Process Operations, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 190000 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**.
- This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web-based application) is as good as signing of physical contract form on mutual agreement between you and the Company. It has legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiter's email id syedmohamed.asadali@hcl.com , failing which the offer will stand null and void.
- Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement.
- 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

Signature of the employee.

HCL

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
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left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

- You will be retired from service on attaining superannuation age of 58 years or earlier in case you are found physically and/or mentally unfit to work any longer or for continued ill-health as certified by the medical officer nominated by the Company.
- You are requested to submit 10 passport size photographs and the attested copies of the following documents, at the time of joining:
 - School leaving certificate / birth certificate
 - Educational qualification certificate (from 10th std onwards) along with mark sheets
 - Passport (The first 4 and the last 4 pages)
 - Relieving letter or duly accepted resignation letter from your present and previous employers
 - Salary certificate from your present and previous employers

Please ensure to accept the Online Offer Letter once you have gone through all the clauses. Your acceptance to the Letter is mandatory before you report to joining.

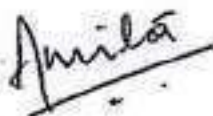
Please note that no commitments other than what is mentioned in this letter & its annexure(s) will be applicable to you or entertained by us.

You are advised to go through the contents of this offer letter and the annexure(s) before signing the duplicate copy.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,

For HCL TECH LTD BPO SERVICES



Amrita Das
Senior Vice President
Head-Global Rewards



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

Signature of the employee

HCL

LETTER OF APPOINTMENT

Dear Mr/Ms. Monisha.M

Ref : Your application for the post of "MANAGEMENT TRAINEE" and subsequent interview had with us in your college premises .

We are pleased to inform you that you have been selected for the post "Management Trainee" in our organization with a gross CTC of L.54 per annum.

In addition to the above, you shall be reimbursement of expenses incurred during travel due to the requirement of the field work.

You are requested to bring all the documents related to your education and join the Chennai office from 6th May 2019.

You shall be required to abide by the rules and regulations pertaining to office timings, attendance, discipline and other general conditions of the Organization.

Please sign a copy of this letter as a token of your acceptance and email a scanned copy of the same to us.

Monisha.M

Candidate's Signature

N. RAMESH
GENERAL MANAGER.

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

Date: February 16th, 2019

Sub: Offer of Employment

Dear Monisha,

We are pleased to make you an offer of employment at First source Solutions Limited ("Company"), for the position of **CSA, H2** at the company's Chennai office.

The break-up of the salary offered is provided below.

COMPONENT	AMOUNT (Rs)
Basic	5,000.00
House Rent Allowance	2,500
Special Allowance	2,261
Statutory Bonus/ Incentive/ Ex-Gratia *	2,452
GROSS SALARY	12,213
PF (12% of Basic) - Co. Contribution	600
Gratuity(4.8% of Basic)*	240
ESI (3.25% of Gross) - Co. Contribution	461
RETIRALS	1,301
Conduct Incentive p.m	2,465
SALARY (p.m.)	15,979
SALARY (p.a.)	191,748

A. Statutory Applicability and other Allowances:


- Gratuity will be paid in accordance with the Payment of Gratuity Act, 1972;
- Provident Fund contribution will be in accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952;
- Statutory bonus will be paid in accordance with the Payment of Bonus Act, 1965;
- Taxes as per the Income Tax Act, 1961 will be deducted in each month's salary. Please provide proof of income earned and tax computation sheet of your previous employment so that the same can be considered and appropriate adjustments made.

B. Appointment Details:

Date of joining	2 nd JULY 2019
Time of joining	1:00:00 PM

Statutory deductions & payments will be applicable in accordance with your eligibility under law. Any incentive / performance / variable, pay will be applicable as per your eligibility under company policies.

You will be given an appointment letter with the terms and conditions of your employment if you accept this offer and are appointed in the Company.


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

Your appointment in the Company is subject to the submission of documents as requested and a successful background verification check which will be conducted by the Company.

This offer is valid till July 20th, 2019 from the date of issue for your acceptance and will be rescinded by the Company in the absence of acceptance by you.

We hope that your association with the Company will be a long and fruitful one. Thanking You,

For First source Solutions Limited



Shahul Karim
SVP - Human Resources

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

Date :14/03/2019

To
 Monisha Ganapathy R
 (Code: CAM09378)

Provisional Offer Letter

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Junior Research Analyst**. Your services are being deputed to **Excelra Knowledge Solutions Private Limited** on the following terms and conditions:


- Your employment will be valid from 14/03/2019 to 19/03/2019, unless and until it is specifically extended in writing by Randstad India Pvt Ltd. You are informed to accept the offer within the validation period.
- Your Salary Gross will be INR 214,404.00 per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :
 - a. Complete on the Randstad portal:
 - Employee profile form
 - Statutory Nomination forms like ESIC, PF, Medclaim etc.
 - b. Upload proofs of your documents:
 - Government mandated ID proof: Aadhar Card and PAN
 - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc. Copy of both
 - Educational certificates & Previous employment documents.
 - Bank Details for Salary processing: Copy of cancelled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfil our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer. You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login. A User guide is also available to help you complete formalities or/ before your DOJ.

Please get in touch with us for any queries. Wishing you the very best!

Yours truly,
For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
 Randstad India Private Ltd
 Randstad House,
 Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
 Nungambakkam, Chennai 600 006.
 P +91 (0) 44 66227000 F +91 (0) 44 66227474
 www.randstad.in

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

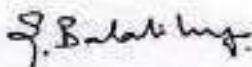
Annexure I: Salary Breakup

Component	Monthly	Yearly
Basic	12,000.00	144,000.00
House Rent Allowance	4,867.00	58,404.00
Statutory Bonus	1,000.00	12,000.00
Gross Salary	17,867.00	214,404.00
Employer's Contribution to ESI	581.00	6,972.00
Employer's Contribution to EPF	1,440.00	17,280.00
Insurance	112.00	1,344.00
CTC (Cost to the company)	20,000.00	240,000.00
Employee's Contribution to EPF	1,440.00	17,280.00
Employee's Contribution to ESI	135.00	1,620.00
Net take home = (Gross salary- Total deduction)	16,292.00	195,504.00

* Income tax, Professional tax and LWF as applicable will be deducted.

* All the taxes will be deducted as applicable by law. Your salary is strictly confidential.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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

IRADAAT

Intelligence . Prowess

IRADAAT BUSINESS SOLUTIONS

21st January, 2019

Congratulations & Welcome

Hi Muneeshwari M,

This is in reference to your job registration and the subsequent interview you had with us; we are pleased to offer you employment for the position of **Process Associate** with our organization.

You are offered a monthly gross CTC of **Rs.12,206**(Twelve thousand two hundred and six rupees only per month). This deduction will be as per the Govt Taxation Guidelines.

On this note, you are also requested to submit the documents related to your qualification on the date of joining (18/04/19). You can email us scan copy of these entire documents with their respective originals at the date of joining for verification.

S. Srinivas
Manager HR



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

www.iradaat.com
info@iradaat.com

Regd Off:
G2, CTA Garden, Chennai, India. 600122
+91 7358264635



Company

10th February, 2019

Muthu Gowri Paranthaman
Chennai

Dear Muthu Gowri

We are pleased to inform you that based on your application and subsequent discussions you had with us, it has been decided to provide you an opportunity to undergo on the job practical training at our Connect Business Solutions Limited Offices / Centre for a period of 12 Months from Date of Joining. You shall report to the training on or before 10th October, 2019 failing which it will be deemed that the opportunity given to you is withdrawn automatically.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

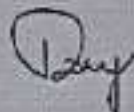
In all matters not mentioned herein above, you shall be governed by the rules, regulations or practices of the company pertaining to trainees from time to time.

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

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

With Best Regards,

For Conneqt Business Solutions Limited.



Tony Jacob Joseph
Associate Vice President - Human Resources.

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

Signature:

Name:

Date:

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

Date: 15.02.2019
Hyderabad.

OFFER LETTER

Mr.M.Muthulakshmi,
No.10/31,Murugar Street,
Irumbulyur,
Chennai.

Dear Muthulakshmi,

With reference to your application and the subsequent interview that you had with us on 22nd December, 2018 for employment in our company, we are pleased to appoint you as a "Technical Associate" on following terms and conditions.

Date of Joining: This appointment letter is valid for your joining on or before 20th August 2019. In case of your not complying this, the appointment would be treated as cancelled.

Medical Fitness: The appointment is valid only in case of your being found medically fit to perform your duties by the registered Medical Practitioner authorized by the Company. Further, your fitness for the job is subject to periodical medical examinations by the company.

Certificate Testimonials: The appointment is further subject to your providing documented proofs about details mentioned in the Application form by you and information provided by you during interviews with the management. This includes Certificates of educational qualifications and any other professional qualifications completed during the graduation.

Probation period: The period of first six months from your joining duty will be considered as Probation period. During this period, you are required to get yourself acquainted to the job. At the end of this period your performance will be reviewed. Satisfactory performance may lead to confirmation of your services with the company and unsatisfactory performance can lead to extension of probation period for another three months or cessation of your employment. This will be at sole discretion of the management. Your probation period would be considered to be extended if you are intimated in writing about confirmation of your services.

Working Hours and Weekly Off: You will attend your duties and discharge the responsibilities entrusted upon you as per the working hours scheduled by them an agreement for your department or functional area. The schedules for working hours and weekly off authorized by superiors will have to be complied all the time. Such schedules are subject to changes and modifications depending upon exigency of work. You may be transferred from one shift to another as and when need arises and also you may be required to work for extra hours keeping in view the urgency of work as deemed necessary by your superiors.

B. Kalpana
PRINCIPAL

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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

Remuneration: Your annual remuneration will be described as below-

Monthly Emoluments	Monthly	Annua
Basic	8,860.00	106,320.00
House Rent Allowance	4,430.00	53,160.00
Conveyance Allowance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	4,871.00	58,476.00
CCA	1,987.00	47,844.00
Gross Monthly Salary	25,000.00	300,990.00

Leave: You will be entitled to a number of working days for a calendar year comprising of 12 casual Leaves. This distribution and entitlement are subject to change. Entitlement and utilization of earned Leave will be governed by the Factories Act. Entitlement of Leave is not the right to leave. Advance approval /sanction of superiors and reporting authority is to be obtained before availing any leave. Remaining absent from duty without sanctioned leave will be treated as unauthorized leave.

Transfer: Your employment is liable from one department to another or from one unit / office / plant / site / location of the company whether existing or which may come in existence in future anywhere across the country. On all such transfers, the conditions of services and rules and regulations applicable at the place of transfer will be application to you.

Secrecy: A complete secrecy will have to be observed by you on all company matters including Security arrangements, technical know-how, and Financial and Administration matters. And shall not divulge or be responsible for divulging any secret of the company to any person(s) during your employment and afterwards. Any breach of this condition on your part shall be ought to termination your services from the company with immediate effect.

Safe up-keeping of company's property: Safe up-keeping and return in good conditions and order of all the company's property such as tools, equipment's, instruments, uniform, literature etc. In your use / custody / care / charge will have to be observed by you. Accountability of any such goods or literatures etc., provided to you for official purpose will be yours. On completion of work or assignment or at the termination or cessation of employment, you will return all such properties allotted to you to your reporting authority with record.

Termination: Your employment with the company can be terminated by them an agreement with immediate effect without assigning any reason whatsoever during the training or probationary period of your services. Any breach of trust on your part will be liable for termination of your services with 30 days' notice period. After confirmation, your services can be terminated by notice pay in lieu of notice period. You will adhere to the rules and policies of the company existing or all those which may come into force in future. Extend cooperation to your colleagues in the execution of jobs and follow the instructions given by your superiors. A detail of other conditions will be provided at the time of confirmation.

B. Kalpana
 PRINCIPAL

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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
 Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com



In the event of any situation not specified in the above terms and conditions, the management's decision will be bound to you.

We welcome you to the company and look forward to your participation in making the activities of the company an outstanding success.

You are requested to treat this appointment letter as a confidential document.

Please sign and return the duplicate copy of this letter in token of acceptance of the terms and conditions mentioned above.

For iAppsoft Solutions India Pvt. Ltd.

Authorized Manager



I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

Signature: Usha Rani . D

Date: 16/07/2014

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.

Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

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



Remuneration: Your annual remuneration will be described as below:-

Monthly Emoluments	Monthly	Annem
Basic	8,860.00	106,320.00
House Rent Allowance	4,430.00	53,160.00
Conveyance Allowance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	4,875.00	58,476.00
CCA	1,987.00	47,844.00
Gross Monthly Salary	25,002.00	300,000.00

Leave: You will be entitled to a number of working days for a calendar year comprising of 12 casual Leaves. This distribution and entitlement are subject to change. Entitlement and utilization of earned Leave will be governed by the Factories Act. Entitlement of Leave is not the right to leave. Advance approval /sanction of superiors and reporting authority is to be obtained before availing any leave. Remaining absent from duty without sanctioned leave will be treated as unauthorized leave.

Transfer: Your employment is liable from one department to another or from one unit / office / plant / site /location of the company whether existing or which may come in existence in future anywhere across the country. On all such transfers, the conditions of services and rules and regulations applicable at the place of transfer will be application to you.

Secrecy: A complete secrecy will have to be observed by you on all company matters including Security arrangements, technical know-how, and Financial and Administration matters. And shall not divulge or be responsible for divulging any secret of the company to any person(s) during your employment and afterwards. Any breach of this condition on your part shall be ought to termination your services from the company with immediate effect.

Safe up-keeping of company's property: Safe up-keeping and return in good conditions and order of all the company's property such as tools, equipment's, instruments, uniform, literature etc. In your use / custody / care / charge will have to be observed by you. Accountability of any such goods or literatures etc., provided to you for official purpose will be yours. On completion of work or assignment or at the termination or cessation of employment, you will return all such properties allotted to you to your reporting authority with record.

Termination: Your employment with the company can be terminated by them an agreement with immediate effect without assigning any reason whatsoever during the training or probationary period of your services. Any breach of trust on your part will be liable for termination of your services with 30 days' notice period. After confirmation, your services can be terminated by notice pay in lieu of notice period. You will adhere to the rules and policies of the company existing or all those which may come into force in future. Extend cooperation to your colleagues in the execution of jobs and follow the instructions given by your superiors. A detail of other conditions will be provided at the time of confirmation.

B. Kalpana
PRINCIPAL

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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

Ref/AS008/July/Chennai/VI

OFFER LETTER-PRIVATE & CONFIDENTIAL

July 16, 2019

M. Mythily,
Plot No.14, Jayaprakash Narayanan Nagar,
1st Street, Madambakkam
Chennai – 600126.

Dear Mythily,

Welcome to A S Soft Technologies Private Limited.

It was a pleasure meeting you to explore a career opportunity with A S SOFT TECHNOLOGIES PRIVATE LIMITED. Based on our discussions, we are pleased to offer you the position of **Associate Consultant, in Band1 and Level 1** with our organization. The gross compensation will be **INR 280000/-** (Rupees Two Lakhs Eighty Thousand Only) per annum. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexure.

At A S SOFT TECHNOLOGIES PRIVATE LIMITED we believe we have a historic opportunity of building global world class company. We also believe we are very unique in several ways – our equal strengths in Applications, BPO and ITO; being a flat, open and communicative organization; our ethos that encourages, promotes and rewards empowerment; initiative; flawless execution and leadership. In return, we promise to provide you a platform to grow and fulfil your personal and professional goals. We look for professionals like you who would partner the future growth of the organization. We are confident that with your skills, competencies and capabilities you would be a valuable addition to the team.

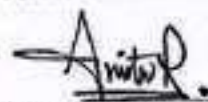
This offer of employment is contingent upon you fulfilling the background verification process that the organization will conduct. We look forward to you joining us at our Chennai office on August 05, 2019.

Please keep your recruiter informed, in case of advancement in the joining date.

Please endorse your acceptance by duly signing the duplicate copy of this letter on all sheets at the bottom on the right corner and return to the undersigned by either mailing it or handing it over to us.

Yours Sincerely,

For A S SOFT TECHNOLOGIES PRIVATE LIMITED.,



Anita Roselin
Global Head-HRD



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

A S SOFT TECHNOLOGIES PRIVATE LIMITED

Level 5, Prestige Palladium Bayan, 129-140 Greams Road, Chennai, Tamil Nadu 600006
+91 44 6620 5575 info@asoftware.net www.asoftware.net

March 29,2019

Mythily M
D/O Mr.Mahalingam
No.44, 3rd Main Road, Ramakrishnapuram,
East Tambaram,
Chennai – 600059.
Mob: 9940535110.

Dear Mythily M

Offer of Appointment

With reference to the campus selection, we are pleased to offer you the post of "Associate Developer" in our organization.

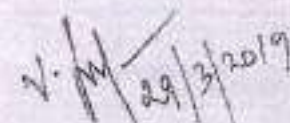
The following points outline the terms and conditions we are proposing.

1. Probation period: **Six Months** (180 Calendar Days)
2. Remuneration: **Rs.2,47,008/-per Annum** as CTC. Details attached as Annexure-1
3. Joining Date: **Will be intimated later.**
4. Appointment Letter will be provided at the time of joining.
5. Service Agreement to be signed for a period of 30 months on the date of joining.

For any clarifications, please call us at +91 7401222557 or e-mail to Venkatesan.s@vinsinfo.com

Sincerely yours

For Vinsinfo private Limited


V. Mahalingam
29/3/2019

Authorised Signatory



08 April, 2019

Mythily H
Email: mythi22@gmail.com

Dear Mythily,

We are excited to have you join the Maveric Family.

Over the past 21 years, we have been partnering with global and regional banking leaders to transform their business through emerging technology. By 2023, we aim to be recognised as top 3 niche, Bank-Tech transformation specialist in retail, corporate and wealth management domains by

- Gaining leadership through proven solutions for CXO challenges in the areas of Regulatory Reporting, Customer Experience, Customer Analytics, Cloud Enablement and Digital Operations.
- Becoming a partner of choice to 7 out of the top 15 Global banks and 15 out of top 50 regional banks and select Fintechs.
- Further invigorating our delivery model, talent nurturing process and customer centric culture that assures heightened customer mindshare and builds competitive differentiation.

Our investments towards talent led differentiation through continuous learning and development initiatives, as well as hire & nurture programs, have played a crucial role in our rapid growth and will be key to achieving our aim for 2025.

At Maveric, you will have ample opportunities to work with Marquee customers - global banking leaders at the forefront of technology adoption, on engagements that leverage new age tech stacks and challenge the status quo consistently for driving true banking technology transformation.

We have been investing heavily on superior avenues for continuous learning through nurturing programs, in-house academies, state of the art technology labs and industry academia partnerships. These combined with a culture of adventure and learning, encouraging individual freedom to learn, actively seek new insights, experiment and make mistakes, will help you move up the career path faster.

Finally, you will learn directly from exceptional leaders who are true banking technology thought leaders and committed to provide accelerated career growth through dedicated grooming initiatives. Significant investments and leadership expansion take place on an ongoing basis to ensure you work with quality customers, challenging projects and accelerate the learning curve.

Welcome to Maveric. We look forward to see you soon. You can count on us to Accelerate your Next.

Maveric Systems Limited (Head Office & Regd. Office) :

2nd Floor, 5th Block, DLF IT Park - SEZ, 1/124, Nandambakkam Post, Ramapuram, Mount Poonamallee Road, Chennai - 600085
Phone: +91 44 4344 2500 | +91 44 4012 1212 | FAX: +91 44 2225 3001. Email: info@maveric-systems.com,
Website: www.maveric-systems.com | CIN No. U74140TN2000PLC045197

Please take time to carefully understand the remaining contents of this letter relating to your employment:

1. **Designation:** Graduate Trainee
2. **Level:** L1
3. **Base Location:** Your base location will be Chennai.
4. **Business:** You will be part of the **Data Business** which is headed by **Muraleedhar Ramapal**.
5. **Reporting:** You will be reporting to **Salitha Nellayi Parambil**, **Associate Vice President** at **Maveric Systems** on your date of joining.
6. **Compensation:** Your Annual Compensation would be **INR 2,50,000/- (Rupees Two Lakhs Fifty Thousand Only)** paid in arrears on the last day of each month. Compensation will be reviewed on a yearly basis and your next review will be taken up in **June 2019**. Proposed Salary Structure is given in Annexure – 1. Your salary will be reviewed on an annual basis.
7. **Date of joining:** You will join **Maveric Systems** on **11th June 2019** at our **Chennai** Office. An appointment letter would be issued with the actual date of joining post completion of joining formalities. You need to carry the following documents on the first day of work:
 - All Educational certificates (Mark sheets of 10th, 12th, UG, PG (if applicable) and Degree certificate of UG and PG (if applicable))
 - All previous company Experience certificates and Relieving letters
 - Last 3 months payslips of the previous company
 - Photocopy of Passport, Aadhar Card and PAN Card
 - 8 passport size colour photographs (white or grey background)
 - Marriage Certificate (if applicable)

These documents are mandatory to complete the joining formalities without which your employee ID will not be generated.
8. **Roles:** Your roles and responsibilities as a **Graduate Trainee** are provided in Annexure iv.
9. **Probation Period:** You will be on probation for a period of **6 months from the date of joining**, which will terminate automatically unless you receive prior intimation to the contrary.
10. **Work Hours:** The general work timings are **09:00 AM to 05:30 PM, Monday – Friday**; however, the timings may differ based on your functions and responsibilities.

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



Miss. Nadhiya
Prince Shri Venkateshwara Arts and Science College, Chennai.

Congratulations on taking your first steps towards a successful and rewarding career with eNoah. Further to our discussion, we have pleasure in provisionally offering you the position of Associate-Voice Process-US Shifts. Your joining date will be after your graduation completion within 15 days.

Your training period will be for 60 days from the date of joining. After successful completion of training, your employment with eNoah will be confirmed. During the training period, you will be paid a stipend of Rs.12,000 per month. You will be initially placed at Chennai/Indore in line with our business needs. Your overall earnings will be Rs.2,30,000/P.A. (approx.) which will include your night shift Allowance Rs.24,000/P.A. will be paid subject to attendance.

Please submit the following documents in person during your DOJ will be after your course completion and the training at our office premises.

- ID Proof, Address Proof (PAN card & AADHAR card mandatory)
- Proof of educational qualifications till last semester mark sheet,
- Updated Resume & Passport size photograph (softcopy);

Upon receipt of the above documents, an appointment letter with a detailed salary break up of your compensation and HR policy extracts will be issued to you after the completion of our training and you will have to sign training agreement for 1 year for the job training and deployment into projects. This offer is valid Subject to the following:

- Genuinity of the documents submitted by you;
- Satisfactory reference checks and Acceptance to the work commitment
- Pre-employment medical health examination.
- Ability to pass the initial pre-assessment done during the training period.

In exceptional circumstances like business impact, breach of discipline, low productivity and poor quality of work, company reserves the right to withdraw this offer or to terminate your service & eNoah will not be responsible for any liability arising thereof.

We look forward to welcome you onboard!

Best Regards,
For eNoah iSolution India Private Limited

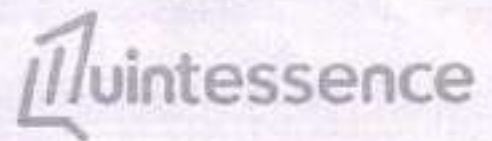
Rajesh Kumar G
Senior Manager - Human Resources

B. Kalpana
PRINCIPAL

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

eNoah iSolution India Private Limited

Regd. Office: Elnet Software City, 3rd Floor, Rajiv Gandhi Salai, Taramani, Chennai-600113, India. Phone: +91-44-40285900 (20) 40 Fax: +91-44-40285910. Coimbatore Office: Classic Towers, 8 Floor, Door No. 101, 1547, Trichy Road, Coimbatore - 641018, India. Phone: +91-442-2301714
Indore Office: HRK Business Park, Floor, 0038, Block no.5 1, Scheme No.54, P.U. Indore - 452010



OFFER LETTER

Dear Nafisa Begum A

Congratulations

You have been provisionally selected for the post of Trainee Billing in our organisation. You have cleared a highly selective process that aims to identify the most valuable of candidates with high potential to succeed in their career.

- Your total compensation package on a cost to company basis will be 1,56,000 INR (One lakhs fifty six thousand) per annum.
- Please find your compensation package enclosed in "Annexure 1" of this letter.
- You will be informed of your date of joining upon your successful completion of your graduation and suitable availability of training schedules.
- As a Trainee Billing, you will undergo one month of classroom training.
- The company reserves the right to confirm your employment at the end of the probation period. Confirmation of employment will be based on your performance during the training and the probation period.
- Please provide your acceptance to the offer within the next 7 days. Failure to do so will automatically revoked the offer.

You are also requested to return the enclosed copy duly signed as a token of your acceptance to the terms and conditions of your employment. We hope this will be the beginning of a and successful career with long us and for our mutual growth.

We wish you all the best for your professional career ahead!

For **Quintessence Business Solutions & Services pvt Ltd.,**

S.Sujitha

GM- Human Resources

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



Company

10th February, 2019

Nagavalli Pandiyan
Chennai

Dear Nagavalli

We are pleased to inform you that based on your application and subsequent discussions you had with us, it has been decided to provide you an opportunity to undergo on the job practical training at our Conneqt Business Solutions Limited Offices / Centre for a period of 12 Months from Date of Joining. You shall report to the training on or before 10th October, 2019 failing which it will be deemed that the opportunity given to you is withdrawn automatically.

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

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

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

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

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

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

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

You shall follow the same working days, working hours and holidays of the company. You shall be regular to your training. If you fail to attend the training continuously for a period of 6 working days, it will be treated that you have discontinued the training and hence the company reserves its right to claim compensation from you.

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

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

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

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

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

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

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

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

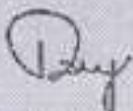
In all matters not mentioned herein above, you shall be governed by the rules, regulations or practices of the company pertaining to trainees from time to time.

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

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

With Best Regards,

For Conneqt Business Solutions Limited,



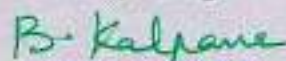
Tony Jacob Joseph
Associate Vice President - Human Resources.

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

Signature:

Name:

Date:


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



**RP - Sanjiv Goenka
Group**
Growing Legacies



Date: February 16th,
2019

Sub: Offer of Employment

Dear Nageshwari,

We are pleased to make you an offer of employment at First source Solutions Limited ("Company"), for the position of **CSA, H2** at the company's Chennai office.

The break-up of the salary offered is provided below.

COMPONENT	AMOUNT (Rs)
Basic	5,000.00
House Rent Allowance	2,500
Special Allowance	2,261
Statutory Bonus/ Incentive/ Ex-Gratia *	2,452
GROSS SALARY	12,213
PF (12% of Basic) - Co. Contribution	600
Gratuity(4.8% of Basic)*	240
ESI (3.25% of Gross) - Co. Contribution	461
RETIRALS	1,301
Conduct Incentive p.m	2,465
SALARY (p.m.)	15,979
SALARY (p.a.)	191,748

A. Statutory Applicability and other Allowances:

- Gratuity will be paid in accordance with the Payment of Gratuity Act, 1972;
- Provident Fund contribution will be in accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952;
- Statutory bonus will be paid in accordance with the Payment of Bonus Act, 1965;
- Taxes as per the Income Tax Act, 1961 will be deducted in each month's salary. Please provide proof of income earned and tax computation sheet of your previous employment so that the same can be considered and appropriate adjustments made.

B. Appointment Details:

Date of joining	2 nd JULY 2019
Time of joining	1:00:00 PM

Statutory deductions & payments will be applicable in accordance with your eligibility under law. Any incentive / performance / variable, pay will be applicable as per your eligibility under company policies.

You will be given an appointment letter with the terms and conditions of your employment if you accept this offer and are appointed in the Company.

B. Kalpana
PRINCIPAL

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

Your appointment in the Company is subject to the submission of documents as requested and a successful background verification check which will be conducted by the Company.


This offer is valid till July 20th, 2019 from the date of issue for your acceptance and will be rescinded by the Company in the absence of acceptance by you.

We hope that your association with the Company will be a long and fruitful one. Thanking You,

For First source Solutions Limited



**Shahul Karim
SVP - Human Resources**


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



Training | Consulting | Camps | Quizzes | HR
Counseling | ELT | Teacher Empowerment

11/03/2019

Dear Nahida Jabeen A,

Welcome to Accentia Education ,

With reference to the interview conducted at Prince Shri Venkateshwara Arts and Science College Chennai, on 5/02/2019, we are pleased to inform you that you have been selected to join our company as a "Communicative English Trainer". You will be entitled to a monthly starting remuneration of Rs.12,000/- or Rs.13,500 per month(Rs.12,000/- if you get placed in your home town and Rs.13,500/-if you get placed away from home town),which indicates Cost to Company(CTC). You will be appointed in one of our client schools in Kerala as "Communicative English Trainer" with effect from the 1st of June 2019.You should be willing to work anywhere in Kerala.

If you are happy with the terms and conditions of our company and wish to receive this offer of employment, you will have to undergo a free training programme at our training venue in Kochi, Kerala for a period of 8 days in the month of April/May , If you don't attend the training programme or your performance and behavior during the training is not satisfactory, Your placement will not be confirmed as mentioned above.

If you are interested in accepting this offer, please sign below and accept it and send the scanned copy of the same to placements@accentia.in in consultation with your placement officer. In the event you not done the same, this offer will be informed to you on contacting us over the phone. When you come for the training programme ,please do bring your original certificates as well as two passport size photos and a copy of your ID proof along with this offer letter.

We look forward to your working with us.



Yours Sincerely,

Bibin Antony
Manager – HR

Mobile: 08547938985
placements@accentia.in

With the signature below, I accept this offer of employment.

Nahida Jabeen A

23/04/2019

Name

Signature

Date

www.accentia.in

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

Regional Office
First Floor, Supreme Tower, South Chalakudy
Ph : 0480 3240489, Email : info@accentia.in



No.34,Venkateshwara Colony
Nehru Nagar,3rd Cross Street,
Near Taramani Railway Station
Chennai-600 041.Phone:044-54521263
E-Mail:Kathir@alcancetech.com

Ref: ALT-574-18

OFFER LETTER

Date: 6.02.2019

To

**Ms.Nalini R,
Prince Shri Venkateshwara Arts and Science College, Chennai.
B.C.A**

Dear Ms.Nalini,

Alcance Technologies is pleased to offer you as **Data Analyst** and your CTC for the post will be **Rs,13,500 per month.**

Your Joining date for training would be on 29th May 2019.

The appointment order would be issued after 12 days of training.

Alcance Technologies Welcomes You!

Note: This offer will expire by 30th May 2019.

Your Reporting Address:

The HR Department,
Zealous Services,
No.1777, Shafika Building,
Kodambakkam High Road, Nungambakkam,
Chennai-600 034.

Reporting Time :9am

Received and accepted

With Warm Regards,

Nalini R

Kathirevel

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

Kathirevel Ganapathlappan
Director.

"Exceeding the Expectations"

Date:15.02.2019
Hyderabad.

OFFER LETTER

Ms.M.Nandhinee,
No.24Kannagai Street,
Kandhanchavady,
Chennai.

Dear Nandhinee,

With reference to your application and the subsequent interview that you had with us on 22nd December, 2018 for employment in our company, we are pleased to appoint you as a "Technical Associate" on following terms and conditions.

Date of Joining: This appointment letter is valid for your joining on or before 20th August 2019. In case of your not complying this, the appointment would be treated as cancelled.

Medical Fitness: The appointment is valid only in case of your being found medically fit to perform your duties by the registered Medical Practitioner authorized by the Company. Further, your fitness for the job is subject to periodical medical examinations by the company.

Certificate Testimonials: The appointment is further subject to your providing documented proofs about details mentioned in the Application form by you and information provided by you during interviews with the management. This includes Certificates of educational qualifications and any other professional qualifications completed during the graduation.

Probation period: The period of first six months from your joining duty will be considered as Probation period. During this period, you are required to get yourself acquainted to the job. At the end of this period your performance will be reviewed. Satisfactory performance may lead to confirmation of your services with the company and unsatisfactory performance can lead to extension of probation period for another three months or cessation of your employment. This will be at sole discretion of the management. Your probation period would be considered to be extended if you are intimated in writing about confirmation of your services.

Working Hours and Weekly Off: You will attend your duties and discharge the responsibilities entrusted upon you as per the working hours scheduled by them an agreement for your department or functional area. The schedules for working hours and weekly off authorized by superiors will have to be complied all the time. Such schedules are subject to changes and modifications depending upon exigency of work. You may be transferred from one shift to another as and when need arises and also you may be required to work for extra hours keeping in view the urgency of work as deemed necessary by your superiors.

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500082.

Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

B. Kalpana

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600082



In the event of any situation not specified in the above terms and conditions, the management's decision will be bound to you.

We welcome you to the company and look forward to your participation in making the activities of the company an outstanding success.

You are requested to treat this appointment letter as a confidential document.

Please sign and return the duplicate copy of this letter in token of acceptance of the terms and conditions mentioned above.


For iAppsoft Solutions India Pvt. Ltd.

Authorized Manager 


I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

Signature: 

Date: 22/07/2019


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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com



GI RETAIL PRIVATE LIMITED

Jan 23rd, 2019

To,

Nandhini E

Sub: Letter of Offer

Dear Nandhini E

Further to the interview you had with us, we are pleased to offer you the post of "Trainee" with our Organisation on the following terms and conditions:

- 1. Commencement of Employment** Your tentative joining date will be on or before July 5th 2019.
- 2. Remuneration** Your CTC is Rs.2,40,000(Two Lakhs Forty thousand only) per annum.
- 3. Probationary period** You will be on probation for a period of nine months. During this period, your performance Will be regularly reviewed. On your satisfactory completion of probationary period of employment your permanent absorption as regular employee of the company shall be considered by the management. The company reserves the right to extend the probation period suitably, at its discretion. During the probation period, your services are liable to be terminated by the company without assigning any reason and without any notice period. However, the probation period, you will be required to give two months' notice at the time of your resignation.
- 4. Leave and holidays** You are entitled to an annual holiday of 28 days, comprising of 10 public holidays and 18 Earned holidays, inclusive of casual and sick leave in each year. The leave year runs from 1st January to 31st December.
- 5. Termination of Employment** If you desire to leave employment of GI Retail Pvt Ltd, you agree to give at least 2 months written notice to GI Retail Pvt Ltd, should this agreement be terminated without cause by GI Retail Pvt Ltd, then you shall be afforded a 2 months' notice of said termination. During the probation period, your services are liable to be terminated by the company without assigning any reason and without any notice period. However, during the probation period, you will be required to give two months of notice.

Malathi M
Senior Manager-Human Resource

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

Date: 20th April 2019

Ref: KML/Appointment /2019/012

To
Nandhini N
8, 2nd Cross Street,
Sembakkam - 73

Dear Mr/Ms.

Appointment Order

With reference to your application, interview you has with us and our subsequent offer letter to join with us on 7.03.2019, we have pleasure in appointing you for the position of **Junior Micro Biologist** in our company on the following terms and conditions.

This appointment is subject to all other terms and conditions mentioned in the offer letter. The place of posting will be at our Research Lab located at Door No.220/2, Earikkarai Street, Alapakkam, Chengalpet, District, Chennai-63.

The particulars of your CTC are as under

MONTHLY	ANNUAL
Rs.13,000	Rs.1,36,000

You are required to return the copy of this letter of appointment duly signed by you as a token of your acceptance of all the terms and conditions.

Wishing you a happy rewarding career with us

For KATTCHAMMAL RESEARCH LABS PVT. LTD.

K.ESWARAN
Managing Director



DECLARATION BY THE EMPLOYEE

I accept the offer and appointment along with all the terms and conditions mentioned

Date: 20/4/2019


Signature of the Employee

No.220/02, Earikkari Street, Allappakkam, Chennai- 600 063
Cell : 9500195986, 9952111623 Email : kattchammallabs@gmail.com

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



No.34,Venkateshwara Colony
Nehru Nagar,3rd Cross Street,
Near Taramani Railway Station
Chennai-600 041.Phone:044-54521263
E-Mail:Kathir@alcancetech.com

Ref: ALT-574-18

OFFER LETTER

Date: 6.02.2019

To

**Ms.Nandhini S,
Prince Shri Venkateshwara Arts and Science College, Chennai.
B.C.A**

Dear Ms.Nandhini,

Alcance Technologies is pleased to offer you as **Data Analyst** and your CTC for the post will be **Rs,13,500 per month.**

Your Joining date for training would be on 29th May 2019.

The appointment order would be issued after 12 days of training.

Alcance Technologies Welcomes You!

Note: This offer will expire by 30th May 2019.

Your Reporting Address:

The HR Department,
Zealous Services,
No.17/7, Shafika Building,
Kodambakkam High Road, Nungambakkam,
Chennai-600 034.

Reporting Time :9am

Received and accepted

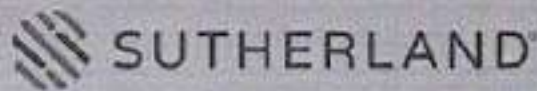
With Warm Regards,

Nandhini

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

Kathirevel Ganapathlappan
Director.

"Exceeding the Expectations"



January 5, 2019

Dear Nandhini M,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us **on or before January 7, 2019** on the following terms and conditions.

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

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

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

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

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

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

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

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

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ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 072

Sutherland Global Services Private Ltd.
Annexure

Name of the Employee: Nandhini M
Designation: Associate-CS Internet
Date of Joining: January 7, 2019
Level: 1

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

B. Kalpane
PRINCIPAL

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

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

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

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

Sincerely,

For Sutherland



Thendral Rajendran

Associate Vice President - Talent Acquisition

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

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



Miss. Nandhini
Prince Shri Venkateshwara Arts and Science College, Chennai.

Congratulations on taking your first steps towards a successful and rewarding career with eNoah. Further to our discussion, we have pleasure in provisionally offering you the position of Associate-Voice Process-US Shifts. Your joining date will be after your graduation completion within 15 days.

Your training period will be for 60 days from the date of joining. After successful completion of training, your employment with eNoah will be confirmed. During the training period, you will be paid a stipend of Rs.12,000 per month. You will be initially placed at Chennai/Indore in line with our business needs. Your overall earnings will be Rs.2,30,000/P.A. (approx.) which will include your night shift Allowance Rs.24,000/P.A. will be paid subject to attendance.

Please submit the following documents in person during your DOJ will be after your course completion and the training at our office premises.

- > ID Proof, Address Proof (PAN card & AADHAR card mandatory)
- > Proof of educational qualifications till last semester mark sheet.
- > Updated Resume & Passport size photograph (softcopy);

Upon receipt of the above documents, an appointment letter with a detailed salary break up of your compensation and HR policy extracts will be issued to you after the completion of our training and you will have to sign training agreement for 1 year for the job training and deployment into projects. This offer is valid Subject to the following:

- > Genuinity of the documents submitted by you;
- > Satisfactory reference checks and Acceptance to the work commitment
- > Pre-employment medical health examination.
- > Ability to pass the initial pre-assessment done during the training period.

In exceptional circumstances like business impact, breach of discipline, low productivity and poor quality of work, company reserves the right to withdraw this offer or to terminate your service & eNoah will not be responsible for any liability arising thereof.

We look forward to welcome you onboard!

Best Regards,

For eNoah iSolution India Private Limited

Rajesh Kumar G
Senior Manager - Human Resources

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

eNoah iSolution India Private Limited

Regd. Office: Elnet Software City, 3rd Floor, Rajiv Gandhi Salai, Taramani, Chennai-600 113, India. Phone: +91-44-40286900 3201 40 Fax: +91-44-40286910. Colimbatore Office: Classic Towers, 5 Floor, Door No. 101, 15-47, Trichy Road, Colimbatore - 61018, India. Phone: +91-441-2106714
Indore Office: NRX Business Park, Phase, 6038, Block No.8-1, Scheme No.54, PU, Indore - 452010

ARMSOFTECH PRIVATE LIMITED

C-9, Thiru Vi Ka Industrial Estate, Guindy, Chennai - 600 032.
CIN:U72900TN2017PTC115929

Date: 14/2/2019.

SUBJECT: OFFER LETTER

Dear Nanthini K

Congratulations!

We are pleased to inform that you have successfully completed the interview process and been short-listed for an offer of employment with ARMSOFTECH PRIVATE LIMITED.

Your offer is conditional by providing all the documents on time to the satisfaction of the company.

Position selected for	Process Associate
Work Location	Chennai
Proposed Date of Joining	08-07-2019.
Salary (In CTC)	14,000/-

Kindly bring the following credentials on the date of joining.

1. Passport Size Photographs.
2. Self attested copy of Address Proof-2 copies (Aadhar card-Mandatory, Voter's ID, Ration card, Passport, Driving License).
3. Copies of all educational certificates.

Note: If you don't have any marks sheet or certificate with you, you have to get a letter from your collage!

4. Family Members Date of Birth Details.
5. Self attested copy PAN Card.

Note:

1. Your appointment is subject to satisfactory reference checks and clearance from any secrecy/service agreements that you may have executed, which could have a bearing on your working with us.
2. Letter of offer can be withdrawn by the Company if the candidate not joined at promised date.
3. You are required to sign this indent, if the above two clauses has been satisfied.
4. Letter of offer valid only for 4-Mar-19 from the date of issue.


FOR ARMSOFTECH PRIVATE LIMITED

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

Nanthini
Acceptance



**American
Megatrends**
Invent Future

12th April 2019

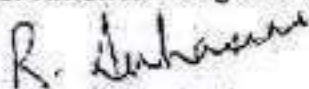
Dear D.NARESH,

We are pleased to offer you the post of **System Software Associate - Trainee** in our organization. The terms and conditions of the offer are as below. You are expected to join on or before **19-Aug-2019**. Please note that the offer is not valid beyond the agreed joining date unless otherwise with your valid reason in written and subject to company's acceptance of your reason in this regard.

1. Designation : System Software Associate - Trainee
2. Probation : You will be on probation for an initial period of 6 months, which can be extended or reduced at the sole discretion of the management. Until such time as you are informed in writing of your confirmation, you will continue to be on probation.
3. Bond : You will be required to sign a Bond with American Megatrends India Private Limited for **3 years for Rs.2,00,000 (Two Lakhs Only)**
4. Notice Period : During probation, the appointment is terminable by either side by giving 30 days 'notice in writing or payment of 30 days salary in lieu thereof. After confirmation the appointment is terminable by either side giving 45 days' notice in writing or payment of 45 days salary in lieu thereof.
5. Rules and regulations : This offer is valid based on report pertaining to background verification, submission of your Passport, Pan Card, Aadhar Card, course completion certificate or convocation certificate, conduct certificate and 4-wheeler Driving License. Your acceptance will be by conformance to abide the rules, regulations and guidelines of the company which is subject to amendment from time to time.
6. Compensation : You are entitled for an annual pay of **Rs.2,00,000 (Two Lakhs Only) Per Annum**. The detailed pay structure will be given to you on your date of joining.

We welcome you to AMI India family and look forward for a long and mutually beneficial association.

For American Megatrends India Pvt. Ltd


Suhasini Ramakrishnan
Vice President - HR & Quality


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

Offer Accepted
Accepted date of joining

Candidate's Signature

American Megatrends India Private Limited

An ISO 9001:2015 & ISO 27001:2013 Certified Organisation
Kumaran Nagar Semmenchery, Off Rajiv Gandhi Salai (OMR), Chennai-600119, India
Tel: [91] 44-66540922 Fax: [91] 44-66540901 www.amiindia.co.in
CIN: U30006TN16048707726



NUCTECH INDIA PRIVATE LIMITED

Formerly Known as Nucetech Security Solutions Pvt. Ltd.

Ref: NUC/HR/2019/OL/014

June 26, 2019

Ms.Narmada N

Address: No.14, VGP Srinivasa Nagar, Madambakkam Main Road, Rajakilpakkam, Chennai - 600073.

With reference to your application and subsequent interview with our Head HR, we are pleased to offer you the position of **Technician** for **Chennai** Location in our organization. Your CTC will be Rs. 2,44,740/- per Annum.

You will be reporting to- Mr. Omprakash (Dy. General Manager - Service and Engineering: South India Region)

You are requested to report on or before **July 27th, 2019** at below mentioned address:

M/s. Nuctech India Private Ltd. Unit Nos. 005 & 006, 5th Floor, Palm Spring Plaza, Sector 54, Golf Course Road, Gurugram - 122003.

Note- Your employment offer will depend on the submission of all the employment documents in HR department and subsequent verification of those documents if any.

While joining, please bring the copies of all certificates and testimonials. The appointment letter will be issued after submission of all the joining related documents.

Thank You.

for: **Nuctech India Private Ltd.**



B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600073

Dr. Pushendra Singh
General Manager - HR & Administration

DULY ACCEPTED WITH SIGNATURE

Regd. Off.: Unit No.5-6, 5th Floor, Palm Spring Plaza,
Sec-54 Golf Course Road, Gurugram, HR 122003
CIN: U74999HR2017PTC067892

flex.

July 04, 2019

Naveen Kumar K M,
No. 5/53, 6th Street, M.G.R. Nagar,
Kovvimbakkam, Chennai - 600117.

Dear Naveen Kumar,

We refer to the discussions you had with us and are pleased to offer you a position in Flextronics Technologies India Private Limited (hereinafter referred to as "Company") as Technician - GBS Engineering in Grade 22. You will be working in Night shift and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on July 15, 2019 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai - 06.

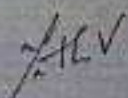
Your Target Cash will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your TTC. . Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment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

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

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

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

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



Yathi Venkatesh

Human Resources

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

ANNEXURE 1

Name: Naveen Kumar K M
 Designation: Technician - GBS Engineering
 Grade: 22
 Compensation Structure:

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


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

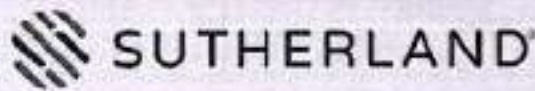
Flexible Benefits Plan:

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

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

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


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



January 5, 2019

Dear Naveen Kumar V,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us **on or before January 7, 2019** on the following terms and conditions.

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

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

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

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

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

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

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

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

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

Sutherland Global Services Private Ltd.
Annexure

Name of the Employee: Naveen Kumar V
Designation: Associate-CS Internet
Date of Joining: January 7, 2019
Level: 1

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

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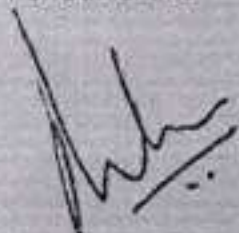
Performance Incentive	<p>You will become eligible for PI, after completion of 2 calendar months from your start date at Sutherland. Your PI will be paid against achievement on the target/s set by the company, on a time to time basis. PI is processed and paid 60 days from the completion of the performance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

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

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

Sincerely,

For Sutherland



Thendral Rajendran

Associate Vice President - Talent Acquisition

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

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



No.34,Venkateshwara Colony
Nehru Nagar,3rd Cross Street,
Near Taramani Railway Station
Chennai-600 041.Phone 044-54521263
E-Mail:Kathir@alcancetech.com

Ref ALT-574-18

OFFER LETTER

Date: 6.02.2019

To

Mr.Naveen N,
Prince Shri Venkateshwara Arts and Science College, Chennai.
B.C.A

Dear Mr.Naveen,

Alcance Technologies is pleased to offer you as **Data Analyst** and your CTC for the post will be **Rs,13,500 per month.**

Your Joining date for training would be on 29th May 2019.

The appointment order would be issued after 12 days of training.

Alcance Technologies Welcomes You!

Note: This offer will expire by 30th May 2019

Your Reporting Address:

The HR Department,
Zealous Services,
No.17/7, Shafika Building,
Kodambakkam High Road, Nungambakkam,
Chennai-600 034.

Reporting Time :9am

Received and accepted

With Warm Regards,

Naveen N

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

Kathirevel

Kathirevel Ganapathiappan
Director.

"Exceeding the Expectations"



July 04,2019

Naveen S,
No. 2/324c, Swamy Nagar,
Mudichur, Chennai - 600048.

Dear Naveen,

We refer to the discussions you had with us and are pleased to offer you a position in **Flextronics Technologies India Private Limited** (hereinafter referred to as "Company") as **Technician - GBS Engineering in Grade 22**. You will be working in Night shift and the Company in its sole discretion can change the shift as per business requirement. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **July 15,2019** at 8.30am at our Chennai office. The address is:

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

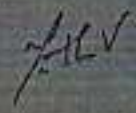
Your Target Cash will be **INR 2,50,000/-** per annum. The enclosed annexure 1 would give you the breakup of your TTC. . Please note that this offer shall be valid subject to your clearing the Background verification check as per the Company's policies. As discussed, you will be issued a detailed appointment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


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

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

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

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


Yathi Venkatesh
Human Resources


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

ANNEXURE 1

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

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

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

Flexible Benefits Plan:

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

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

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

B. Kalpana
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 GOWRIVAKKAM, CHENNAI-600 073.



NUCTECH INDIA PRIVATE LIMITED

Formerly Known as Nucetech Security Solutions Pvt. Ltd.

Ref: NUC/HR/2019/OL/014

June 26, 2019

Mr. T.B.Naveen

Address: No. 4/131, Mgr Nagar, Kottivakkam,
Chennai - 600041.

With reference to your application and subsequent interview with our Head HR, we are pleased to offer you the position of **Technician** for **Chennai** Location in our organization. Your CTC will be Rs. 2,44,740/- per Annum.

You will be reporting to- Mr. Omprakash (Dy. General Manager - Service and Engineering: South India Region)

You are requested to report on or before **July 27th, 2019** at below mentioned address:

M/s. Nuctech India Private Ltd. Unit Nos. 005 & 006, 5th Floor, Palm Spring Plaza, Sector 54, Golf Course Road, Gurugram - 122003.

Note- Your employment offer will depend on the submission of all the employment documents in HR department and subsequent verification of those documents if any.

While joining, please bring the copies of all certificates and testimonials. The appointment letter will be issued after submission of all the joining related documents.

Thank You.

for: **Nuctech India Private Ltd.**



Dr. Pushendra Singh
General Manager - HR & Administration

Regd. Off.: Unit No.5-6, 5th Floor, Palm Spring Plaza,
Sec-54 Golf Course Road, Gurugram, HR 122003
CIN: U74999HR2017PTC067802

T. B. Naveen

DULY ACCEPTED WITH SIGNATURE

B. Kalpana
PRINCIPAL

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

Congratulations

Welcome to the Family of Eureka Forbes!!

Date: 12/6/2019

Dear Mr/Ms NESTIKA . S

This has reference to the interview you recently had with us. We are pleased to welcome you to The Eureka Forbes family, and offer you the position of CSS/TE/Sr.TE based with remuneration of **Rs.11,200/- per month**

You are requested to report to the following address on 15/6/2019 at 10.00A.M, for your Induction & Training.

The following documents are essential to process your appointment with us, requesting you to Carry the same on the date of joining.

1. 02 reference letters from well-known citizens (other than your friends, relatives and teachers) vouching your character and conduct (with contact number).
2. 03 stamp size colour photographs (with neck tie).
3. One family photograph.
4. Copies of your educational certificates (from SSLC onwards) along with the originals (for verification).
5. Blood group certificate.
6. Copy of your election card/passport/family ration card.
7. PAN card Copy.
8. Past Company Relieving Order.

Kindly sign our register as a token of your acceptance,

In case of any queries or clarification, please do not hesitate to contact

Mr. S. SATHYA Contact No: 9710421896

We look forward to a mutually beneficial association and supporting you in your career aspirations!

Yours faithfully,

For Eureka Forbes Limited



Authorized Signatory

Regional Office: C & D-5, Level-IV, Armol Paleni, No.88, G.N. Chetty Road, T.Nagar,
Chennai-600 017.Tel:044-30289250,30289260, Fax:044-30289244.

Eureka Forbes Limited.

Corporate Head Office:

B1/B2,701, Marathon Innova,

OFF: Ganpatrao kadam Marg

Lower Parel, Mumbai-400 013.

Website: <http://www.eurekaforbes.com>

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
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GOWRIVARKAM, CHENNAI - 600 073.

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21st January, 2019

Congratulations & Welcome

Hi Nevedha A,

This is in reference to your job registration and the subsequent interview you had with us; we are pleased to offer you employment for the position of **Process Associate** with our organization.

You are offered a monthly gross CTC of Rs.12,206 (Twelve thousand two hundred and six rupees only per month). This deduction will be as per the Govt Taxation Guidelines.

On this note, you are also requested to submit the documents related to your qualification on the date of joining (18/04/19). You can email us scan copy of these entire documents with their respective originals at the date of joining for verification.

S. Srinivas
Manager



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

www.iradaat.com
info@iradaat.com

Regd Off.
G2, CTA Garden, Chennai, India. 600122
+91 7358264635

JOB SHELLS

Your Dream, Our Skill...

CONFIDENTIAL

Mr. Nikila,
S/O, Mr. Parthasarathy,
NO.9,Rajagopal 30th Cross Street, Village High Road, Sholinganallur, Chennai - 600119.

Dear Mr. Nikila,

Date: 07th July 2019

We have pleasure in offering you an appointment as "Process Associate" in our company JOB SHELLS. You will be deployed to our client "Tata Communications Limited - TCL", at "Chennai" with effect from your date of joining. We would request you to join tentatively on "07th July, 2019".

1. As per company policy, the probation period applicable to you shall be 6 months.
2. On or before the date of joining, please submit the fully completed Employee Application Form and Candidate Acknowledgement Letter.

Please sign and return to us the duplicate copy of this letter and Annexure (s) as token of your acceptance. With best wishes and looking forward to a mutually successful association,

Yours sincerely,

For JOB SHELLS



Authorized Signatory

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

Registered Office:

G - 4B, Pinnacle Phase 1, International Tech Park, Ascendas, Taramani, Chennai - 600 113.

TEL: +91 44-43558995, EMAIL: hr@jobshells.com.

Annexure

Job Shells HR Services Private Limited

CTC Breakup		
Name	Nikila P	
Salary Heads	Amount (per Month)	Amount (per Annum)
Basic Salary	8,891	1,06,686
House Rent Allowance	4,445	53,343
Child Education Allowance	200	2,400
Other Allowances	2,652	31,827
Gross Salary (A)	16,188	1,94,256
Benefits		
PF Employer Contribution	1,067	12,804
ESI Employer Contribution	526	6,312
Total Benefits (B)	1,593	19,116
Gross CTC (C) (A+B)	17,781	2,13,372
Insurance Benefit (D)		-
Total CTC E (C + D)	17,781	2,13,372
Deductions from Gross Salary		
PF Employee Contribution	1,067	12,804
ESI Employee Contribution	121	1,452
Total Deductions from Gross Salary (F)	1,188	14,256
Salary In Hand (G) (A - F) *	15,000	1,80,000

* Statutory deductions will change as per the prevailing rates notified by the authority.

* Applicable income tax will be deducted on monthly basis.

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
 GOWRIVAKKAM, CHENNAI - 600 473.

Registered Office:

G - 4B, Pinnacle Phase 1, International Tech Park, Ascendas, Taramani, Chennai - 600 113.

TEL: +91 44-43558995, EMAIL: hr@jobshells.com.



RP - Sanjiv Goenka
Group
Growing Legacies



Date: February 16th,
2019

Sub: Offer of Employment

Dear Nirendran,

We are pleased to make you an offer of employment at First source Solutions Limited ("Company"), for the position of CSA, H2 at the company's Chennai office.

The break-up of the salary offered is provided below.

COMPONENT	AMOUNT (Rs)
Basic	5,000.00
House Rent Allowance	2,500
Special Allowance	2,261
Statutory Bonus/ Incentive/ Ex-Gratia *	2,452
GROSS SALARY	12,213
PF (12% of Basic) - Co. Contribution	600
Gratuity(4.33% of Basic)*	240
ESI (3.25% of Gross) - Co. Contribution	461
RETIRALS	1,301
Conduct Incentive p.m	2,465
SALARY (p.m.)	15,979
SALARY (p.a.)	191,748

A. Statutory Applicability and other Allowances:

- Gratuity will be paid in accordance with the Payment of Gratuity Act, 1972;
- Provident Fund contribution will be in accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952;
- Statutory bonus will be paid in accordance with the Payment of Bonus Act, 1965;
- Taxes as per the Income Tax Act, 1961 will be deducted in each month's salary. Please provide proof of income earned and tax computation sheet of your previous employment so that the same can be considered and appropriate adjustments made.

B. Appointment Details:

Date of joining	2 nd JULY 2019
Time of joining	1:00:00 PM

Statutory deductions & payments will be applicable in accordance with your eligibility under law. Any incentive / performance / variable, pay will be applicable as per your eligibility under company policies.

You will be given an appointment letter with the terms and conditions of your employment. you accept this offer and are appointed in the Company.

B. K. Srinivasan
PRINCIPAL

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

Your appointment in the Company is subject to the submission of documents as requested and a successful background verification check which will be conducted by the Company.

This offer is valid till July 20th, 2019 from the date of issue for your acceptance and will be rescinded by the Company in the absence of acceptance by you.

We hope that your association with the Company will be a long and fruitful one. Thanking You,

For First source Solutions Limited



Shahul Karim
SVP - Human Resources

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



Training | Consulting | Career | Quizzes | HR
Counseling | ELT | Teacher Empowerment

11/03/2019

Dear Nishanthi S B,

Welcome to Accenta Education .

With reference to the interview conducted at Prince Shri Venkateshwara Arts and Science College Chennai, on 5/02/2019, we are pleased to inform you that you have been selected to join our company as a "Communicative English Trainer". You will be entitled to a monthly starting remuneration of Rs.12,000/- or Rs.13,500 per month(Rs.12,000/- if you get placed in your home town and Rs.13,500/-if you get placed away from home town),which indicates Cost to Company(CTC). You will be appointed in one of our client schools in Kerala as "Communicative English Trainer" with effect from the 1st of June 2019.You should be willing to work anywhere in Kerala.

If you are happy with the terms and conditions of our company and wish to receive this offer of employment, you will have to undergo a free training programme at our training venue in Kochi, Kerala for a period of 8 days in the month of April/May , If you don't attend the training programme or your performance and behavior during the training is not satisfactory. Your placement will not be confirmed as mentioned above.

If you are interested in accepting this offer, please sign below and accept it and send the scanned copy of the same to placements@accenta.in in consultation with your placement officer. In the event you not done the same, this offer will be informed to you on contacting us over the phone. When you come for the training programme ,please do bring your original certificates as well as two passport size photos and a copy of your ID proof along with this offer letter.

We look forward to your working with us.



Yours Sincerely,

Bibin Antony

Manager - HR

Mobile: 08547938985

placements@accenta.in

With the signature below, I accept this offer of employment.

Nishanthi S B

23/04/2019

Name

Signature

Date

www.accenta.in

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 0.

Regional Office
First Floor, Supreme Tower, South Chalakudy
Ph : 0480 3240489, Email : info@accenta.in

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: June 27, 2019

Private and Confidential

Nishanthi P

**NO.25A, Bhagyalakshmi Nagar, Madambakkam
Chennai, Tamil Nadu,
India – 600126.**

Dear Nishanthi,

Congratulations! With reference to your application and subsequent interview, we are pleased to make you an offer –cum - appointment with **HCL Technologies Ltd., - Digital Process Operations ("DPO" or "HCL" or "Company")** as **Process Associate**. You are required to report **on July 15, 2019 at 09:00 a.m.**, at the address: **HCL Technologies Ltd., - Digital Process Operations, Chennai-SEZ, SDB2 Sholinganallur 602/3.**

- Your annual compensation would be **Rs. 190000 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**.
- This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web-based application) is as good as signing of physical contract form on mutual agreement between you and the Company. It has legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiter's email id syedmohamed.asadali@hcl.com , failing which the offer will stand null and void.
- Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement.
- 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

Signature of the employee

HCL

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

left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.

- You will be retired from service on attaining superannuation age of 58 years or earlier in case you are found physically and/or mentally unfit to work any longer or for continued ill-health as certified by the medical officer nominated by the Company.
- You are requested to submit 10 passport size photographs and the attested copies of the following documents, at the time of joining:
 - o School leaving certificate / birth certificate
 - o Educational qualification certificate (from 10th std onwards) along with mark sheets
 - o Passport (The first 4 and the last 4 pages)
 - o Relieving letter or duly accepted resignation letter from your present and previous employers
 - o Salary certificate from your present and previous employers

Please ensure to accept the Online Offer Letter once you have gone through all the clauses. Your acceptance to the Letter is mandatory before you report to joining.

Please note that no commitments other than what is mentioned in this letter & its annexure(s) will be applicable to you or entertained by us.

You are advised to go through the contents of this offer letter and the annexure(s) before signing the duplicate copy.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,

For HCL TECH LTD BPO SERVICES



Amrita Das
Senior Vice President
Head-Global Rewards

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

Signature of the employee

HCL



Appointment Letter

Date:23/2/2019

To

NISHANTHINI KANNAN,
Department of Computer Applications, Prince Shri Venkateshwara Arts and Science College,
Gowrivakkam, Chennai- 600073.

Subject: Appointment letter for the position of Software Trainer.

Dear Mam,

We are pleased to inform that you have been selected for the profile of "Software Trainer ".You are requested to join our organization and we are offering you a remuneration of Rs.1,80,000/-year You will be posted in our head office, Chennai.

You are requested to report in 21st June 2019.If you do not report undersigned on this date, the job offer shall stand automatically withdrawn.

Regards

For,
VR Careerz

Dhanasekar Thotta,
Founder-Director
VR Careerz.

For any Clarifications, you may reach our support team at 8056512398/ 6379992340/8144333322 or email us to hr@vrcareerz.com

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

#29, 1st Floor, 66, YesYes Arcade Complex, MTH Road, Ambattur O1, Chennai 600053

www.vrcareerz.com



LETTER OF EMPLOYMENT

10th December 2018

Mr. Nithya R
Prince Shri Venkateshwara Arts and Science College, Chennai.

Dear Nithya,

With reference to your application and the subsequent discussions we had, we are pleased to offer you a provisional appointment in Netcon Technologies India Pvt. Ltd. as

The following are the terms and conditions:

1. You will be paid a total remuneration of INR 2,85,000 (Rupees Five Lakhs and Eighty-Five Thousand Only) per annum. All taxes and levies as applicable will be borne by you.
2. You will be on probation during the first 6 months of your joining the company. Your confirmation is subject to evaluation of your performance at the end of the probation period. During this period, you are eligible for 8 days of paid leave.
3. You are required to join the company on or before 11-07-2019. The detailed terms and conditions of your appointment shall be communicated to you on the date of joining. If you do not join on or before the above-mentioned date, this offer stands nullified unless the joining date is extended in writing by the company.
4. You will initially report to Ms. Senthil Vadivu Mahalingam, Director. Your reporting is subject to change at the discretion of the Company.
5. Your initial place of posting shall be at Coimbatore. However, you may be transferred or deputed to other locations anywhere in India and abroad at the discretion of the Company.
6. During the term of employment with Netcon, you will not represent, handle /otherwise undertake any other business activity. It is clearly understood that you will devote your full working time exclusively tant from Netcon management, delivering lectures or training programs either alone or in partnership outside of Netcon, or be directly or indirectly employed with any business, trade or profession whatsoever as a principal or agent or otherwise. Breach of this condition shall lead to termination of your services by the company without any notice or compensation.
7. This agreement may be terminated by providing a notice in writing. As per our current policy, the notice period is 1 month for employees on probation and 2 months for employees who have been time to time and you will be communicated of those changes in a timely manner. Retirement age at Netcon is 60 years completion as per official date of birth records.
8. Upon joining the company you are entering into confidentiality undertaking and upon termination of your employment, you will return to the company all papers & documents or other property which may be at that time be in your possession relating to business or affairs of the company or any of its associates or branches or their clients and will not retain any copies or extracts therefrom.

B. Kalpana
PRINCIPAL

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

Netcon Technologies India Pvt Ltd.
No.2 (Old No.133) Kamor Road, PM Palayam, Coimbatore, INDIA
Phone: +91 425 2241812 E-mail: info@netcon.in



3. Upon acceptance of this offer, you may send the following joining documents to Netcon Technologies India Pvt Ltd., No.523/3, Bushido Towers, Near Kurinjil Hospital, Avinashi Road, Nava India, Coimbatore 641 078 on or before the date mentioned above:

- 4 Passport size colour photographs
- Proof of Academic & Technical qualification
- Certificates starting from 10th to the recent qualification along with their photocopies.
- Residence Address Proof
- ID Proof and PAN Card
- Appointment/Offer letter

Please sign a copy of this letter as a token of your acceptance of the terms and conditions contained in this offer of provisional appointment letter and return the same to us within 2 days of receipt.

We look forward to welcoming you to Netcon family.

We assure you an interesting and rewarding career with Netcon Technologies!

Yours sincerely,

For Netcon Technologies India Pvt Ltd

Senthil Kumaran S
Manager - HR & Admin

I agree and accept the employment on the terms and conditions mentioned in this letter. I consent that the details furnished, and documents submitted by me for employment with Netcon is subject to background verification and the company has rights to take appropriate action based on the outcome of the verification.

I shall join on: 12.06.2019

Signature & Date:

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

23-Jul-2019

Dear NITHYA KUMARI S ,

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

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

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

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

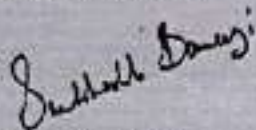
The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue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

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

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

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

Best Regards,



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

Date:15.02.2019
Hyderabad.

OFFER LETTER

Ms.Nithyashree,
No.12/89 Thangam Street,
Perungudi,
Chennai.

Dear Nithyashree,

With reference to your application and the subsequent interview that you had with us on 22nd December, 2018 for employment in our company, we are pleased to appoint you as a "Technical Associate" on following terms and conditions.

Date of Joining: This appointment letter is valid for your joining on or before 20th August 2019. In case of your not complying this, the appointment would be treated as cancelled.

Medical Fitness: The appointment is valid only in case of your being found medically fit to perform your duties by the registered Medical Practitioner authorized by the Company. Further, your fitness for the job is subject to periodical medical examinations by the company.

Certificate Testimonials: The appointment is further subject to your providing documented proofs about details mentioned in the Application form by you and information provided by you during interviews with the management. This includes Certificates of educational qualifications and any other professional qualifications completed during the graduation.

Probation period: The period of first six months from your joining duty will be considered as Probation period. During this period, you are required to get yourself acquainted to the job. At the end of this period your performance will be reviewed. Satisfactory performance may lead to confirmation of your services with the company and unsatisfactory performance can lead to extension of probation period for another three months or cessation of your employment. This will be at sole discretion of the management. Your probation period would be considered to be extended if you are intimated in writing about confirmation of your services.

Working Hours and Weekly Off: You will attend your duties and discharge the responsibilities entrusted upon you as per the working hours scheduled by them an agreement for your department or functional area. The schedules for working hours and weekly off authorized by superiors will have to be compiled all the time. Such schedules are subject to changes and modifications depending upon exigency of work. You may be transferred from one shift to another as and when need arises and also you may be required to work for extra hours keeping in view the urgency of work as deemed necessary by your superiors.

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

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

Remuneration: Your annual remuneration will be described as below-

Monthly Emoluments	Monthly	Annual
Basic	8,360.00	100,320.00
House Rent Allowance	4,430.00	53,160.00
Conveyance Allowance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Special Allowance	4,873.00	58,476.00
CCA	3,987.00	47,844.00
Gross Monthly Salary	25,000.00	300,000.00

Leave: You will be entitled to a number of working days for a calendar year comprising of 12 casual Leaves. This distribution and entitlement are subject to change. Entitlement and utilization of earned Leave will be governed by the Factories Act. Entitlement of Leave is not the right to leave. Advance approval /sanction of superiors and reporting authority is to be obtained before availing any leave. Remaining absent from duty without sanctioned leave will be treated as unauthorized leave.

Transfer: Your employment is liable from one department to another or from one unit / office / plant / site /location of the company whether existing or which may come in existence in future anywhere across the country. On all such transfers, the conditions of services and rules and regulations applicable at the place of transfer will be application to you.

Secrecy: A complete secrecy will have to be observed by you on all company matters including Security arrangements, technical know-how, and Financial and Administration matters. And shall not divulge or be responsible for divulging any secret of the company to any person(s) during your employment and afterwards. Any breach of this condition on your part shall be ought to termination your services from the company with immediate effect.

Safe up-keeping of company's property: Safe up-keeping and return in good conditions and order of all the company's property such as tools, equipment's, instruments, uniform, literature etc. in your use / custody / care / charge will have to be observed by you. Accountability of any such goods or literatures etc., provided to you for official purpose will be yours. On completion of work or assignment or at the termination or cessation of employment, you will return all such properties allotted to you to your reporting authority with record.

Termination: Your employment with the company can be terminated by them an agreement with immediate effect without assigning any reason whatsoever during the training or probationary period of your services. Any breach of trust on your part will be liable for termination of your services with 30 days' notice period. After confirmation, your services can be terminated by notice pay in lieu of notice period. You will adhere to the rules and policies of the company existing or all those which may come into force in future. Extend cooperation to your colleagues in the execution of jobs and follow the instructions given by your superiors. A detail of other conditions will be provided at the time of confirmation.

B. Kalpana
 PRINCIPAL

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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.

Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

Date: 15.02.2019
Hyderabad.

OFFER LETTER

Ms.V.Nivedha,
No.56/17 Nehru Nagar,
Perungalathur,
Chennai.

Dear Nivedha,

With reference to your application and the subsequent interview that you had with us on 22nd December, 2018 for employment in our company, we are pleased to appoint you as a "Technical Associate" on following terms and conditions.

Date of Joining: This appointment letter is valid for your joining on or before 20th August 2019. In case of your not complying this, the appointment would be treated as cancelled.

Medical Fitness: The appointment is valid only in case of your being found medically fit to perform your duties by the registered Medical Practitioner authorized by the Company. Further, your fitness for the job is subject to periodical medical examinations by the company.

Certificate Testimonials: The appointment is further subject to your providing documented proofs about details mentioned in the Application form by you and information provided by you during interviews with the management. This includes Certificates of educational qualifications and any other professional qualifications completed during the graduation.

Probation period: The period of first six months from your joining duty will be considered as Probation period. During this period, you are required to get yourself acquainted to the job. At the end of this period your performance will be reviewed. Satisfactory performance may lead to confirmation of your services with the company and unsatisfactory performance can lead to extension of probation period for another three months or cessation of your employment. This will be at sole discretion of the management. Your probation period would be considered to be extended if you are intimated in writing about confirmation of your services.

Working Hours and Weekly Off: You will attend your duties and discharge the responsibilities entrusted upon you as per the working hours scheduled by them an agreement for your department or functional area. The schedules for working hours and weekly off authorized by superiors will have to be compiled all the time. Such schedules are subject to changes and modifications depending upon exigency of work. You may be transferred from one shift to another as and when need arises and also you may be required to work for extra hours keeping in view the urgency of work as deemed necessary by your superiors.

B. Kalpana
PRINCIPAL

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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com



In the event of any situation not specified in the above terms and conditions, the management's decision will be bound to you.

We welcome you to the company and look forward to your participation in making the activities of the company an outstanding success.

You are requested to treat this appointment letter as a confidential document.

Please sign and return the duplicate copy of this letter in token of acceptance of the terms and conditions mentioned above.

For iAppsoft Solutions India Pvt. Ltd.

Authorized Manager



I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

Signature:

Date: 07/08/2019

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

iAppSoft Solutions India Pvt Ltd

Level 1, Spacion Towers, Near Westin Hotel, Vitalrao Nagar, Madhapur, Hyderabad - 500081.
Tel : 040-71327427 | info@iappsoftsolutions.com | www.iappsoftsolutions.com

Date :14/03/2019

To
Nivetha Chandran
(Code: CAN409354)

Provisional Offer Letter

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Junior Research Analyst**. Your services are being deputed to **Excelra Knowledge Solutions Private Limited** on the following terms and conditions:

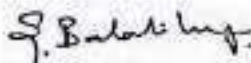
- Your employment will be valid from 14/03/2019 to 19/03/2019, unless and until it is specifically extended inwriting by Randstad India Pvt Ltd. You are informed to accept the offer within the validation period.
- Your Salary Gross will be INR 214,404.00 per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :
 - a. Complete on the Randstad portal:
 - Employee profile form
 - Statutory Nomination forms like ESIC, PF, Mediclaim etc.
 - b. Upload proofs of your documents:
 - Government mandated ID proof: Aadhar Card and PAN
 - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc. Copy of both
 - Educational certificates & Previous employment documents.
 - Bank Details for Salary processing: Copy of canceled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer. You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login. A User guide is also available to help you complete formalities on/before your DOJ.

Please get in touch with us for any queries. Wishing you the very best!

Yours truly,
For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

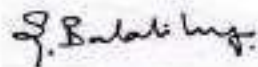
Annexure I: Salary Breakup

Component	Monthly	Yearly
Basic	12,000.00	144,000.00
House Rent Allowance	4,867.00	58,404.00
Statutory Bonus	1,000.00	12,000.00
Gross Salary	17,867.00	214,404.00
Employer's Contribution to ESI	581.00	6,972.00
Employer's Contribution to EPF	1,440.00	17,280.00
Insurance	112.00	1,344.00
CTC (Cost to the company)	20,000.00	240,000.00
Employee's Contribution to EPF	1,440.00	17,280.00
Employee's Contribution to ESI	135.00	1,620.00
Net take home = (Gross salary- Total deduction)	16,292.00	195,504.00

* Income tax, Professional tax and LWF as applicable will be deducted.

* All the taxes will be deducted as applicable by law. Your salary is strictly confidential.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in


PRINCIPAL
PRINCE SHRI VENKATESHWAR
ARTS AND SCIENCE CO.
GOWRIVAKKAM, CHENNAI - 600 077

26/02/2019

To

R.NIVETHA
Department- B.Sc Microbiology
College-Prince Shri Venkateshwara Arts and Science College

Dear R.NIVETHA ,

Sub: Letter of Offer
Ref: campus interview

Greetings from Visionary RCM,

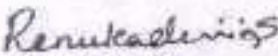
Following your interview, we are very pleased to offer you the position of Trainee-Coding Services under Train and Hire Program. Congratulations!!


As discussed and mutually agreed by us:

1. Company will provide intensive Medical coding training for 2 months from the Date of training on boarding. You Will be paid a stipend of RS.5000 for both the months which will be credited to you along with your first and Second month salary post clearing the CRC (Certified Risk Adjustment Coder by AAPC) Certification. If you do not Clear the final training assessment you will not be absorbed in our rolls and the company does not owe you Anything.
2. Please be informed that it is an international certification and post the training, based on our internal evaluation the organization shall sponsor for the examination. Thereafter, your salary is subject to increase with annual appraisals based on the performance every year.
3. Under special circumstances, based on the organizational requirements, we can also absorb associates who have not cleared CRC certification. In that case, monthly CTC will be Rs.15,000(subject to increase with appraisals based on the performance of the candidate.
4. You will be joining us in our Chennai Branch at the below mentioned address:

Visionary RCM, 3rd Floor, Block1B, DLF Info City Chennai Ltd, No1/24 Shivaji Gardens,
Mount Poonamallee Road, Manapakkam, Chennai-600089.

Yours faithfully,
For Visionary RCM Infotech (India) Private Limited


Renuka Devi S
VP-HR&Compliance.


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

Visionary RCM Infotech (India) Private Limited

Regd. and Cor. Office: 35/36, Giri Road, T. Nagar, Chennai - 600 017. Tel: +91-44-8345163 Fax: +91-44-28345162

E-mail: info@visionaryrcm.com URL: www.visionaryrcm.com

CIN - U72300TN2006PTC060301

6th Mar 2019

Ms.Nivetha T

Chennai

Subject: LETTER OF OFFER

Dear Nivetha

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

Based on the discussions with you, we are pleased to offer you to the position of Just Dial Ambassador, you will be on probation for a period of six months from the date of joining.

The annual compensation calculated on cost to company will be INR 2,50,000/-

Your place of position will be Chennai.

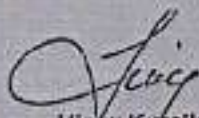
As a part of your joining formalities, a complete verification of your Identity documents and your background will be done, on successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

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.

You are requested to sign a copy of this letter as token as acceptance.

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

For Just Dial Ltd



Vinay Kuttala
Head - Human Resources, Chennai

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 973.

Just Dial Limited

CIN NO: L74140MH1993PLC150054

No 104-107 Temple Steps, B & C Block 3rd Floor, Anna Salai, Little Mount, Saidapet, Chennai - 600015. Phone : 044-4210 0000

Registered & Corporate Office : Palm Court Building M, 501/B, 5th Floor, New Link Road, Besides Goregaon Sports Complex, Malad West, Mumbai - 400064

Tel : 022-26884060 / 66976666 + Fax : 022-26823789

Mumbai, Delhi, Kolkata, Chennai, Bangalore, Pune, Hyderabad, Ahmedabad, Coimbatore, Jaipur and Chandigarh

☎ 88888-88888 | www.justdial.com

Date: February 16th, 2019

Sub: Offer of Employment

Dear Padmapriya,

We are pleased to make you an offer of employment at First source Solutions Limited ("Company"), for the position of CSA, H2 at the company's Chennai office.

The break-up of the salary offered is provided below.

COMPONENT	AMOUNT (Rs)
Basic	5,000.00
House Rent Allowance	2,500
Special Allowance	2,261
Statutory Bonus/ Incentive/ Ex-Gratia *	2,452
GROSS SALARY	12,213
PF (12% of Basic) - Co. Contribution	600
Gratuity(4.8% of Basic)*	240
ESI (3.25% of Gross) - Co. Contribution	461
RETIRALS	1,301
Conduct Incentive p.m	2,465
SALARY (p.m.)	15,979
SALARY (p.a.)	191,748

A. Statutory Applicability and other Allowances:

- Gratuity will be paid in accordance with the Payment of Gratuity Act, 1972;
- Provident Fund contribution will be in accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952;
- Statutory bonus will be paid in accordance with the Payment of Bonus Act, 1965;
- Taxes as per the Income Tax Act, 1961 will be deducted in each month's salary. Please provide proof of income earned and tax computation sheet of your previous employment so that the same can be considered and appropriate adjustments made.

B. Appointment Details:

Date of joining	2 nd JULY 2019
Time of joining	1:00:00 PM

Statutory deductions & payments will be applicable in accordance with your eligibility under law. Any incentive / performance / variable, pay will be applicable as per your eligibility under company policy. You will be given an appointment letter with the terms and conditions of your employment if you accept this offer and are appointed in the Company.

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

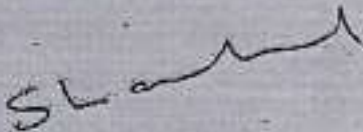
Your appointment in the Company is subject to the submission of documents as requested and a successful background verification check which will be conducted by the Company.

This offer is valid till July 20th, 2019 from the date of issue for your acceptance and will be rescinded by the Company in the absence of acceptance by you.

We hope that your association with the Company will be a long and fruitful one.

Thanking You,

For First source Solutions Limited



Shahul Karim
SVP - Human Resources

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

Date: February 16th, 2019

Sub: Offer of Employment

Dear Padmavathy,

We are pleased to make you an offer of employment at First source Solutions Limited ("Company"), for the position of CSA, H2 at the company's Chennai office.

The break-up of the salary offered is provided below.

COMPONENT	AMOUNT (Rs)
Basic	5,000.00
House Rent Allowance	2,500
Special Allowance	2,261
Statutory Bonus/ Incentive/ Ex-Gratia *	2,452
GROSS SALARY	12,213
PF (12% of Basic) - Co. Contribution	600
Gratuity(4.6% of Basic)*	240
ESI (3.25% of Gross)* Co. Contribution	461
RETIRALS	1,301
Conduct Incentive p.m	2,465
SALARY (p.m.)	15,979
SALARY (p.a.)	191,748


A. Statutory Applicability and other Allowances:

- Gratuity will be paid in accordance with the Payment of Gratuity Act, 1972;
- Provident Fund contribution will be in accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952;
- Statutory bonus will be paid in accordance with the Payment of Bonus Act, 1965;
- Taxes as per the Income Tax Act, 1961 will be deducted in each month's salary. Please provide proof of income earned and tax computation sheet of your previous employment so that the same can be considered and appropriate adjustments made.

B. Appointment Details:

Date of joining	2 nd JULY 2019
Time of joining	1:00:00 PM

Statutory deductions & payments will be applicable in accordance with your eligibility under law. Any incentive / performance / variable, pay will be applicable as per your eligibility under company policy. You will be given an appointment letter with the terms and conditions of your employment if you accept this offer and are appointed in the Company.


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


Your appointment in the Company is subject to the submission of documents as requested and a successful background verification check which will be conducted by the Company.

This offer is valid till July 20th, 2019 from the date of issue for your acceptance and will be rescinded by the Company in the absence of acceptance by you.

We hope that your association with the Company will be a long and fruitful one.

Thanking You,

For First source Solutions Limited



Shahul Karim
SVP - Human Resources

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



No.34,Venkateshwara Colony
Nehru Nagar,3rd Cross Street,
Near Taramani Railway Station
Chennai-600 041.Phone:044-54521263
E-Mail:Kathir@alcancetech.com

Ref: ALT-574-18

OFFER LETTER

Date: 6.02.2019

To

**Mr.Palaniswamy D,
Prince Shri Venkateshwara Arts and Science College, Chennai.
B.SC**

Dear Mr.Palaniswamy,

Alcance Technologies is pleased to offer you as **Data Analyst** and your CTC for the post will be **Rs,13,500 per month.**

Your Joining date for training would be on 29th May 2019.

The appointment order would be issued after 12 days of training.

Alcance Technologies Welcomes You!

Note: This offer will expire by 30th May 2019.

Your Reporting Address:

The HR Department,
Zealous Services,
No.17/7, Shafika Building,
Kodambakkam High Road, Nungambakkam,
Chennai-600 034.

Reporting Time :9am

Received and accepted

With Warm Regards,

Palaniswamy

B. Kalpane
PRINCIPAL

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

**Kathirevel Ganapathiappan
Director.**

"Exceeding the Expectations"

Date: 14-Dec-18

Dear Parameshwari,

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

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

TERMS AND CONDITIONS:

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

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.

We look forward to having you on board on between June to August'19.

As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to **campus.career@csscorp.com** before **3 business days** else, this Offer letter stands void.

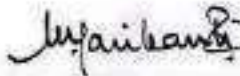
The undersigned accepts the above employment offer, agrees that it contains the terms of employment with CSS, and that there are no other terms, expressed or implied. By accepting this offer of employment, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with CSS. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:

Date

For CSS Corp Private Limited

Welcome to CSS Corp Private Limited



P R Manikantan

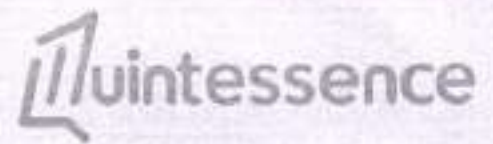
Senior Director, Campus and Institutional Alliances

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

CSS Corp Private Limited

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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



OFFER LETTER

Dear Parijatham D

Congratulations

You have been provisionally selected for the post of Trainee Billing in our organisation. You have cleared a highly selective process that aims to identify the most valuable of candidates with high potential to succeed in their career.

- Your total compensation package on a cost to company basis will be 1,56,000 INR (One lakhs fifty six thousand) per annum.
- Please find your compensation package enclosed in "Annexure 1" of this letter.
- You will be informed of your date of joining upon your successful completion of your graduation and suitable availability of training schedules.
- As a Trainee Billing, you will undergo one month of classroom training.
- The company reserves the right to confirm your employment at the end of the probation period. Confirmation of employment will be based on your performance during the training and the probation period.
- Please provide your acceptance to the offer within the next 7 days. Failure to do so will automatically revoked the offer.

You are also requested to return the enclosed copy duly signed as a token of your acceptance to the terms and conditions of your employment. We hope this will be the beginning of a and successful career with long us and for our mutual growth.

We wish you all the best for your professional career ahead!

For **Quintessence Business Solutions & Services pvt Ltd.,**

S.Sujitha

GM- Human Resources

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



Company

10th February, 2019

Parthasarathy Govindarajan
Chennai

Dear Parthasarathy

We are pleased to inform you that based on your application and subsequent discussions you had with us, it has been decided to provide you an opportunity to undergo on the job practical training at our Conneqt Business Solutions Limited Offices / Centre for a period of 12 Months from Date of Joining. You shall report to the training on or before 10th October, 2019 failing which it will be deemed that the opportunity given to you is withdrawn automatically.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

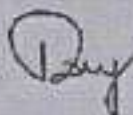
In all matters not mentioned herein above, you shall be governed by the rules, regulations or practices of the company pertaining to trainees from time to time.

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

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

With Best Regards,

For Connex Business Solutions Limited.



Tony Jacob Joseph
Associate Vice President - Human Resources.

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

Signature:

Name:

Date:

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

IRADAAT

Intelligence . Prowess

IRADAAT BUSINESS SOLUTIONS

21st January, 2019

Congratulations & Welcome

Hi Parthiban M,

This is in reference to your job registration and the subsequent interview you had with us; we are pleased to offer you employment for the position of **Process Associate** with our organization.

You are offered a monthly gross CTC of Rs.12,206(Twelve thousand two hundred and six rupees only per month). This deduction will be as per the Govt Taxation Guidelines.

On this note, you are also requested to submit the documents related to your qualification on the date of joining (18/04/19). You can email us scan copy of these entire documents with their respective originals at the date of joining for verification.

E. Srinivas
Manager HR



B. Kalpana
PRINCIPAL

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

www.iradaat.com
info@iradaat.com

Regd Off:
G2, CTA Garden, Chennai, India. 600122
+91 7358264635

Date :14/03/2019

To
ParveenJesiya Vithualam
(Code: CAN409337)

Provisional Offer Letter

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Junior Research Analyst**. Your services are being deputed to **Excelra Knowledge Solutions Private Limited** on the following terms and conditions:

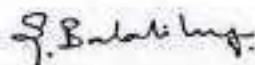
- Your employment will be valid from 14/03/2019 to 19/03/2019, unless and until it is specifically extended in writing by Randstad India Pvt Ltd. You are informed to accept the offer within the validation period.
- Your Salary Gross will be INR 214,404.00 per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :
 - a. Complete on the Randstad portal:
 - Employee profile form
 - Statutory Nomination forms like ESIC, PF, Medidclaim etc.
 - b. Upload proofs of your documents:
 - Government mandated ID proof: Aadhar Card and PAN
 - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc. Copy of both
 - Educational certificates & Previous employment documents.
 - Bank Details for Salary processing: Copy of cancelled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer. You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login. A User guide is also available to help you complete formalities on/before your DOJ.

Please get in touch with us for any queries. Wishing you the very best!

Yours truly,
For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

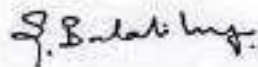
Annexure I: Salary Breakup

Component	Monthly	Yearly
Basic	12,000.00	144,000.00
House Rent Allowance	4,867.00	58,404.00
Statutory Bonus	1,000.00	12,000.00
Gross Salary	17,867.00	214,404.00
Employer's Contribution to ESI	581.00	6,972.00
Employer's Contribution to EPF	1,440.00	17,280.00
Insurance	112.00	1,344.00
CTC (Cost to the company)	20,000.00	240,000.00
Employee's Contribution to EPF	1,440.00	17,280.00
Employee's Contribution to ESI	135.00	1,620.00
Net take home = (Gross salary- Total deduction)	16,292.00	195,504.00

* Income tax, Professional tax and LWF as applicable will be deducted.

* All the taxes will be deducted as applicable by law. Your salary is strictly confidential.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office:
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P: +91 (0) 44 66227000 F: +91 (0) 44 66227474
www.randstad.in

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



Aagna Corporate Services Pvt Ltd.

27th Feb 2019

OFFER LETTER

Dear Pavithra R.

With reference to the discussions we had with you, we on behalf of Aagna Corporate Services Pvt Ltd., are pleased to offer you the position of "Process Associate" and invite you to join Aagna Corporate Services Pvt Ltd.,

Based upon your credentials and information shared during your interview, we feel that you will be able To make an outstanding contribution to our organization and you will be eligible for a compensation of Rs.13,000(Thirteen thousand only) per month excluding other allowances.

The allowances, benefits and the other terms and conditions of your employment will be as per company policies as applicable from time to time. Your compensation will be reviewed in future as per company policy.

You will be provided with ON-JOB training for a period of 15 days from the date of joining and no Compensation will be provided during the ON-JOB training period.

We welcome you abroad the detailed appointment order will be given after completion of training successfully, we expect you to join on or before 15th July 2019 in line with discussion with you, otherwise this offer will stand withdrawn automatically.

Our offer is contingent upon satisfactory evidence and verification of your credentials

1. Educational Qualification(Photocopy)
2. Identity Proof (Photocopy)
3. Address Proof(Photocopy)
4. One Passport Size Photograph.

Again, congratulations and welcome to the Aagna Corporate Services Pvt Ltd.,

Thanking You.

For Aagna Corporate Services Pvt Ltd.,

(Hariharan R)
General Manager- HR

Employment offer accepted

B. Kalpana
PRINCIPAL

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

Aagna Corporate Services Pvt. Ltd

Temple Tower Building, A 4, Ground floor, Door No 672, Anna Salai, Chennai, Tamil Nadu - 600035.



GI RETAIL PRIVATE LIMITED

Jan 23rd, 2019

To,

Pavithra R


Sub: Letter of Offer

Dear Pavithra R

Further to the interview you had with us, we are pleased to offer you the post of "Trainee" with our Organisation on the following terms and conditions:

- 1. Commencement of Employment** Your tentative joining date will be on or before July 5th 2019.
- 2. Remuneration** Your CTC is Rs.2,40,000(Two Lakhs Forty thousand only) per annum.
- 3. Probationary period** You will be on probation for a period of nine months. During this period, your performance will be regularly reviewed. On your satisfactory completion of probationary period of employment your permanent absorption as regular employee of the company shall be considered by the management. The company reserves the right to extend the probation period suitably, at its discretion. During the probation period, your services are liable to be terminated by the company without assigning any reason and without any notice period. However, the probation period, you will be required to give two months' notice at the time of your resignation.
- 4. Leave and holidays** You are entitled to an annual holiday of 28 days, comprising of 10 public holidays and 18 Earned holidays, inclusive of casual and sick leave in each year. The leave year runs from 1st January to 31st December.
- 5. Termination of Employment** If you desire to leave employment of GI Retail Pvt Ltd, you agree to give at least 2 months written notice to GI Retail Pvt Ltd, should this agreement be terminated without cause by GI Retail Pvt Ltd, then you shall be afforded a 2 months' notice of said termination. During the probation period, your services are liable to be terminated by the company without assigning any reason and without any notice period. However, during the probation period, you will be required to give two months of notice.


Malathi M
Senior Manager-Human Resource


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



No.34,Venkateshwara Colony
Nehru Nagar,3rd Cross Street,
Near Taramani Railway Station
Chennai-600 041.Phone:044-54521263
E-Mail:Kathir@alcancetech.com

Ref: ALT-574-18

OFFER LETTER

Date: 6.02.2019

To

**Ms.Pavithra L,
Prince Shri Venkateshwara Arts and Science College, Chennai.
B.SC**

Dear Ms. Pavithra,

Alcance Technologies is pleased to offer you as **Data Analyst** and your CTC for the post will be **Rs,13,500 per month.**

Your Joining date for training would be on 29th May 2019.

The appointment order would be issued after 12 days of training.

Alcance Technologies Welcomes You!

Note: This offer will expire by 30th May 2019.

Your Reporting Address:

The HR Department,
Zealous Services,
No.17/7, Shefika Building,
Kodambakkam High Road, Nungambakkam,
Chennai-600 034.

Reporting Time :9am

Received and accepted

With Warm Regards,

Pavithra

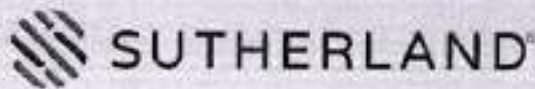
B. Kalpana

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

Kathir

**Kathirevel Ganapathiappan
Director.**

"Exceeding the Expectations"



January 5, 2019

Dear Pavithra M,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us **on or before January 7, 2019** on the following terms and conditions.

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

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

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

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

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

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

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

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

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

Sutherland Global Services Private Ltd.
Annexure

Name of the Employee: Pavithra M
Designation: Associate-CS Internet
Date of Joining: January 7, 2019
Level: 1

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

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

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

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

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

Sincerely,

For Sutherland



Thendral Rajendran

Associate Vice President - Talent Acquisition

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

B. Kalpana
PRINCIPAL
 PRINCE SHRI VENKATESHWARÁ
 ARTS AND SCIENCE COLLEGE
 GÓWRIVAKKAM, CHENNAI-600 073