



Ritu chauhan <ritu@mcmdavcwchd.in>

Letter of Intent

Thu, 23 Mar at 11:08 AM

eClerx Recruitment <Recruitment@eclerx.com>
To: ritu@mcmdavcwchd.in <ritu@mcmdavcwchd.in>

Hi Ritu,

Please find attached letter of Intent for your reference.

Regards,

Shibani

This email is being sent for and on behalf of eClerx Services Limited (eClerx) or a subsidiary of the firm. eClerx is committed to managing personal data securely and responsibly. Please see our Privacy Notice at <https://eclerx.com/privacy-policy/>. This email and any attachments are confidential. If you are not the intended recipient, dissemination or copying of this email is prohibited. If you have received this in error, please notify the sender by email and then delete the email completely from your system.

eClerx is a leader in innovative business process management, change management, data-driven insights, and advanced analytics powered by subject matter experts and smart automation. Click Here to Learn more.

----- Forwarded message -----

From: eClerx Recruitment <Recruitment@eclerx.com>

To:

Cc:

Bcc:

Date: Mon, 27 Feb 2023 05:54:20 +0000

Subject: eClerx Letter of Intent and Important Pointers

Dear Candidate,

Congratulations for clearing the final stage of interview process with eClerx. Through this letter we would like to inform you that you have been shortlisted for the position of **Analyst** with eClerx. The details of employment with eClerx will be as under:

Joining Location: Chandigarh

Work Criteria: Work from Office

Salary : 18115

Please note that this letter is an intent to offer and your offer will be released subject to fulfilling conditions set by eClerx and upon submitting requisite documents. We will shortly get in touch with you for the next steps. The shift

and location awarded to you may change at any time during the period of employment as decided by eClerx management. Meanwhile, if you have any queries, you can mail it on Recruitment_Chandigarh@eclerx.com .

Please go through below pointers as well and acknowledge which were discussed

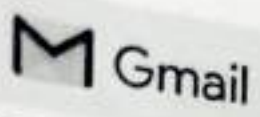
1. I understand and accept the CTC break-up, designation, location, vertical, and have found no discrepancies
2. I understand that eClerx has a city specific chargeable transport policy and the amount shall be deducted as per the Admin policy. During morning shift, Bus facility can be availed at Trunk Point only (As per Transport Zone limits). There is no home pick and drop in Bus. Charges for Bus is Rs. 850 and Cab is Rs. 1,250. Home pick and drop for Cab is based on address within transport zone.
3. Any Non hiring Zone candidates need to relocate within transport zone to avail transport facilities.
4. No Nodal Point pickup for Female candidates, if home is in non-transport zone
5. I do not have any prior or ongoing medical history that can delimits me from working in a night shift environment, and, I am aware that the work shifts will rotate based on business requirement
6. I am comfortable working in any shifts (day or night) depending upon business requirement. Night shifts can be any starting from 4.30 PM to 1.30 AM (Shift Start Timings)
7. From Day 1 of joining, 2 WO's can be on any day of the week.
8. Night Shift allowance is up to Rs. 2500/- and that will be paid on the basis of numbers of nights worked
9. At the time of joining eClerx, I have not withheld any pertinent information that relates to my future plans of immigration/ full time further studies, which will impact my employment status at eClerx
10. PF deduction will be based on what is being opted at the time of joining. If PF is getting deducted in last organization (For Experienced), it will be continued at eClerx

Thanking You,

Team-Recruitment

 eClerx Services Ltd

eClerx Letter of Intent and Important Pointers



Ritu chauhan <ritu@mcmdavcwchd.in>

List of selected candidates

Kajal Thakur <Kajal.Thakur@eclerx.com>
To: ritu@mcmdavcwchd.in <ritu@mcmdavcwchd.in>

Fri, 24 Mar at 11:48 AM

Hi Rita,

Please find attached excel sheet for your reference.

Regards,

Kajal Thakur

Senior Analyst- Recruitment

1st and 2nd Floor, Tower A & B, DLF Info City Developer, Rajiv Gandhi Chandigarh Technology Park,
Kishangarh, Chandigarh, 160101

Extn: 270461 Phone : +91-0172-6633600

Phone/WhatsApp: +91 6283197910

Email: Kajal.Thakur@eclerx.com

Website: www.eclerx.com

LinkedIn|Follow us at: <https://www.linkedin.com/showcase/life-eclerx/>

Facebook |Follow us at: <https://www.facebook.com/eclerxservices/>



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MCM.xlsx

Name of Candidate	Contact No.	Email Address	Process
sakshi	8307770638	sakshishenkar202@gmail.com	Chat Repair
Ishita	8053386870	ishitaggarwal2274@gmail.com	IB
Ashima	8872245595	sharmashimaggry.in@gmail.com	Chat Repair
Deepthi	6239895417	deepthi16@gmail.com	Chat Repair
Nandini	9780368787	nandinishaw/s3888@gmail.com	Chat Repair
Muskan	7876607768	Sorajmuskan@gmail.com	Chat Repair
Harshita	9872024823	aharshita118@gmail.com	Chat Repair
Ishita Gupta	9878560951	ishita251@gmail.com	IB
Diksha	9658971000	Dikshasachdeva7702@gmail.com	IB
Anjali	9501684980	anjali.dhand1@gmail.com	IB
Kirti	7419037068	Kirti30goyal@gmail.com	Chat Repair
Tanisha	7015642898	tanishaadlakha198@gmail.com	Chat Repair
Garima	7814992909	9796garima@mcmandevwahd.in	Chat Repair
Ashima	6283588823	sharmasashima568@gmail.com	IB
Shruti	7876720097	shrutibam0097@gmail.com	IB
Prachi	8837552902	prachi510verma@gmail.com	IB
prabhjot kaur	7814161643	prabhjotkaur1784@gmail.com	IB
kriti	9805222624	kritikaurb@gmail.com	IB
Meenal	9877762646	meenals1201@gmail.com	IB
avantika	6239472889	n.avantika07@gmail.com	IB
yashvi	7082816029	govshyashvi01@gmail.com	Chat Repair
nandini	9988804556	nanlin141@gmail.com	Chat Repair
riya	9880000000	riyanagpal601@gmail.com	Chat Repair



RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 01, 2022

OFFER OF APPOINTMENT

Dear Babita Kumari,

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

SALARY BREAK-UP		
Earnings	Per Annum	Per month
BASIC	1,69,824	14,152
HRA	84,912	7,076
SPECIAL ALLOWANCE	23,664	1,972
GROSS SALARY	2,78,400	23,200
EMPLOYER EPF	21,600	1,800
CTC	3,00,000	25,000

DEDUCTIONS		
	Per Annum	Per month
EMPLOYEE EPF	21,600	1,800
TAX	As applicable	As applicable
IN HAND SALARY	2,56,800	21,400

Note: - Tax will be deducted from in-hand salary if applicable.

GENERAL INFORMATION AND BENEFITS: -

1. Total working hours is 9 hours 15 minutes with 1 hour 15 minutes break (it can be changed on project requirement).
2. Working days (Monday-Friday).
3. Working in day and night shifts (Depending on the project).
4. Employee can avail 24 leaves in a year including CL, SL, EL and for initial 6 months (Probation period) only one leave can be availed in a month.
5. 10 holidays in a year.
6. Dress Code- Business casual.
7. Canteen Facility available in the office premises, employee must pay food expenses of their own.
8. EPF is mandatory.
9. Salary will be given on the 07th of every month till Confirmation.
10. Provide cab facility for specific routes and charges for that will be INR 1500 monthly. It will not get calculated pro-rata basis. T&C apply.





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11. You will be on Probation for the initial 6 months of your joining and after completion of 6 months, your performance will be evaluated/reviewed based on Factors like Attendance, discipline, performance, and other parameters as required by the HR Department & Reporting Manager. If the Management finds your evaluation as per the required standards, you will be confirmed.

As discussed, your joining date will be July 03, 2023. Further, you shall get a detailed appointment letter only after the submission of all your joining documents. For pre-joining formalities please reach the office at **03:00 PM on July 03, 2023**. Also, bring the following documents/credentials and submit these documents to the HR department at the time of pre-joining formalities:

- Passport size photograph.
- Photo ID proof, Driving License/Voter ID Card/Passport (Mandate).
- Pan card (Mandate).
- Aadhar card (Mandate).
- Covid Vaccination Certificate (Mandate)
- All mark sheet Copies (10th, 12th, All semesters mark sheet along with degree)
- Copy of Proof of Training done.
- Copy of cancelled cheque.
- Police Verification will be done by the company (Mandate)
- One year written commitment will be done.

This offer of Appointment is subject to satisfactory reference checks and verification of documents. During the reference check, if any information provided by you in the Application Form/Interview is found to be incorrect/false, the company reserves the right to withdraw the further notice or can take up disciplinary action as per disciplinary guidelines applicable in the company post joining.

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At last, we welcome you to RT Global InfoSolutions Pvt. Ltd family and wish you a rewarding career ahead.



Virender Mittal

Director

RT Global InfoSolutions Pvt. Ltd



RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 01, 2022

OFFER OF APPOINTMENT

Dear Cheshta Ahuja,

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate - Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

SALARY BREAK-UP		
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GROSS SALARY	2,78,400	23,200
EMPLOYER EPF	21,600	1,800
CTC	3,00,000	25,000

DEDUCTIONS		
	Per Annum	Per month
EMPLOYEE EPF	21,600	1,800
TAX	As applicable	As applicable
IN HAND SALARY	2,56,800	21,400

Note: - Tax will be deducted from in-hand salary if applicable.

GENERAL INFORMATION AND BENEFITS: -

1. Total working hours is 9 hours 15 minutes with 1 hour 15 minutes break (it can be changed on project requirement).
2. Working days (Monday-Friday).
3. Working in day and night shifts (Depending on the project).
4. Employee can avail 24 leaves in a year including CL, SL, EL and for initial 6 months (Probation period) only one leave can be availed in a month.
5. 10 holidays in a year.
6. Dress Code- Business casual.
7. Canteen Facility available in the office premises, employee must pay food expenses of their own.
8. EPF is mandatory.
9. Salary will be given on the 07th of every month till Confirmation.
10. Provide cab facility for specific routes and charges for that will be INR 1500 monthly. It will not get calculated pro-rata basis. T&C apply.





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11. You will be on Probation for the initial 6 months of your joining and after completion of 6 months, your performance will be evaluated/reviewed based on Factors like Attendance, discipline, performance, and other parameters as required by the HR Department & Reporting Manager. If the Management finds your evaluation as per the required standards, you will be confirmed.

As discussed, your joining date will be July 03, 2023. Further, you shall get a detailed appointment letter only after the submission of all your joining documents. For pre-joining formalities please reach the office at 03:00 PM on July 03, 2023. Also, bring the following documents/credentials and submit these documents to the HR department at the time of pre-joining formalities:

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- Copy of cancelled cheque.
- Police Verification will be done by the company (Mandate)
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At last, we welcome you to RT Global InfoSolutions Pvt. Ltd family and wish you a rewarding career ahead.

Virender Mittal
Director
RT Global InfoSolutions Pvt. Ltd



RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 01, 2022

OFFER OF APPOINTMENT

Dear Bhumicaa Gandhi,

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

SALARY BREAK-UP		
Earnings	Per Annum	Per month
BASIC	1,69,824	14,152
HRA	84,912	7,076
SPECIAL ALLOWANCE	23,664	1,972
GROSS SALARY	2,78,400	23,200
EMPLOYER EPF	21,600	1,800
CTC	3,00,000	25,000

DEDUCTIONS		
	Per Annum	Per month
EMPLOYEE EPF	21,600	1,800
TAX	As applicable	As applicable
IN HAND SALARY	2,56,800	21,400

Note: - Tax will be deducted from in-hand salary if applicable.

GENERAL INFORMATION AND BENEFITS: -

1. Total working hours is 9 hours 15 minutes with 1 hour 15 minutes break (it can be changed on project requirement).
2. Working days (Monday-Friday).
3. Working in day and night shifts (Depending on the project).
4. Employee can avail 24 leaves in a year including CL, SL, EL and for initial 6 months (Probation period) only one leave can be availed in a month.
5. 10 holidays in a year.
6. Dress Code- Business casual.
7. Canteen Facility available in the office premises, employee must pay food expenses of their own.
8. EPF is mandatory.
9. Salary will be given on the 07th of every month till Confirmation.
10. Provide cab facility for specific routes and charges for that will be INR 1500 monthly. It will not get calculated pro-rata basis. T&C apply.





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- Copy of Proof of Training done.
- Copy of cancelled cheque.
- Police Verification will be done by the company (Mandate)
- One year written commitment will be done.

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At last, we welcome you to RT Global InfoSolutions Pvt. Ltd family and wish you a rewarding career ahead.

Virender Mittal
Director
RT Global InfoSolutions Pvt. Ltd



RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 02, 2022

OFFER OF APPOINTMENT

Dear Bhavika Julka,

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

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DEDUCTIONS		
	Per Annum	Per month
EMPLOYEE EPF	21,600	1,800
TAX	As applicable	As applicable
IN HAND SALARY	2,56,800	21,400

Note: - Tax will be deducted from in-hand salary if applicable.

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5. 10 holidays in a year.
6. Dress Code- Business casual.
7. Canteen Facility available in the office premises, employee must pay food expenses of their own.
8. EPF is mandatory.
9. Salary will be given on the 07th of every month till Confirmation.
10. Provide cab facility for specific routes and charges for that will be INR 1500 monthly. It will not get calculated pro-rata basis, T&C apply.





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- Police Verification will be done by the company (Mandate)
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Virender Mittal
Director

RT Global InfoSolutions Pvt. Ltd



RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 01, 2022

OFFER OF APPOINTMENT

Dear Maanvi

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

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- 10 holidays in a year.
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Virender Mittal

Director

RT Global InfoSolutions Pvt. Ltd



RT Global Infossolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 01, 2022

OFFER OF APPOINTMENT

Dear Prachi Sharma,

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

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- Dress Code- Business casual.
- Canteen Facility available in the office premises, employee must pay food expenses of their own.
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- One year written commitment will be done.

This offer of Appointment is subject to satisfactory reference checks and verification of documents. During the reference check, if any information provided by you in the Application Form/Interview is found to be incorrect/false, the company reserves the right to withdraw the further notice or can take up disciplinary action as per disciplinary guidelines applicable in the company post joining.

This offer letter is valid for 5 business days from the date of issuance, if this joining date is not suitable for you, please contact us immediately at hr@rgisol.com to seek an alternative date.

At last, we welcome you to RT Global InfoSolutions Pvt. Ltd family and wish you a rewarding career ahead.



Virender Mittal
Director

RT Global InfoSolutions Pvt. Ltd



RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

December 01, 2022

OFFER OF APPOINTMENT

Dear Ananya Madan,

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative & Research.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

SALARY BREAK-UP		
Earnings	Per Annum	Per month
BASIC	1,69,824	14,152
HRA	84,912	7,076
SPECIAL ALLOWANCE	23,664	1,972
GROSS SALARY	2,78,400	23,200
EMPLOYER EPF	21,600	1,800
CTC	3,00,000	25,000

DEDUCTIONS		
	Per Annum	Per month
EMPLOYEE EPF	21,600	1,800
TAX	As applicable	As applicable
IN HAND SALARY	2,56,800	21,400

Note: - Tax will be deducted from in-hand salary if applicable.

GENERAL INFORMATION AND BENEFITS: -

1. Total working hours is 9 hours 15 minutes with 1 hour 15 minutes break (It can be changed on project requirement).
2. Working days (Monday-Friday).
3. Working in day and night shifts (Depending on the project).
4. Employee can avail 24 leaves in a year including CL, SL, EL and for initial 6 months (Probation period) only one leave can be availed in a month.
5. 10 holidays in a year.
6. Dress Code- Business casual.
7. Canteen Facility available in the office premises, employee must pay food expenses of their own.
8. EPF is mandatory.
9. Salary will be given on the 07th of every month till Confirmation.





RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

10. Provide cab facility for specific routes and charges for that will be INR 1500 monthly. It will not get calculated pro-data basis. T&C apply.
11. You will be on Probation for the initial 6 months of your joining and after completion of 6 months, your performance will be evaluated/reviewed based on Factors like Attendance, discipline, performance, and other parameters as required by the HR Department & Reporting Manager. If the Management finds your evaluation per the required standards, you will be confirmed.

As discussed, your joining date will be July 03, 2023. Further, you shall get a detailed appointment letter only after the submission of all your joining documents. For pre-joining formalities please reach the office at **03:00 PM on July 03, 2023**. Also, bring the following documents/credentials and submit these documents to the HR department at the time of pre-joining formalities:

- Passport size photograph.
- Photo ID proof, Driving License/Voter ID Card/Passport (Mandate).
- Pan card (Mandate).
- Aadhar card (Mandate).
- Covid Vaccination Certificate (Mandate)
- All mark sheet Copies (10th, 12th, All semesters mark sheet along with degree)
- Copy of Proof of Training done.
- Copy of cancelled cheque.
- Police Verification will be done by the company (Mandate)
- One year written commitment will be done.

This offer of Appointment is subject to satisfactory reference checks and verification of documents. During the reference check, if any information provided by you in the Application Form/Interview is found to be incorrect/false, the company reserves the right to withdraw the further notice or can take up disciplinary action as per disciplinary guidelines applicable in the company post joining.

This offer letter is valid for 5 business days from the date of issuance, if this joining date is not suitable for you, please contact us immediately at hr@rgisol.com to seek an alternative date.

At last, we welcome you to RT Global InfoSolutions Pvt. Ltd family and wish you a rewarding career ahead.

Virender Mittal

Director

RT Global InfoSolutions Pvt. Ltd



December 01, 2022

OFFER OF APPOINTMENT

Dear Vrinda

With reference to your application and the subsequent interview, you had with us. We are pleased to offer you employment in our organization as Associate- Inside Sales Development Representative.

Your Gross emoluments per annum including all other benefits will be INR 3,00,000/- (Three Lakh Only). Below is the salary break-up for your understanding on offered salary.

SALARY BREAK-UP		
Earnings	Per Annum	Per month
BASIC	1,69,824	14,152
HRA	84,912	7,076
SPECIAL ALLOWANCE	23,664	1,972
GROSS SALARY	2,78,400	23,200
EMPLOYER EPF	21,600	1,800
CTC	3,00,000	25,000

DEDUCTIONS		
	Per Annum	Per month
EMPLOYEE EPF	21,600	1,800
TAX	As applicable	As applicable
IN HAND SALARY	2,56,800	21,400

Note: - Tax will be deducted from in-hand salary if applicable.

GENERAL INFORMATION AND BENEFITS: -

1. Total working hours is 9 hours 15 minutes with 1 hour 15 minutes break (It can be changed on project requirement).
2. Working days (Monday-Friday).
3. Working in day and night shifts (Depending on the project).
4. Employee can avail 24 leaves in a year including CL, SL, EL and for initial 6 months (Probation period) only one leave can be availed in a month.
5. 10 holidays in a year.
6. Dress Code- Business casual.
7. Canteen Facility available in the office premises, employee must pay food expenses of their own.
8. EPF is mandatory.
9. Salary will be given on the 07th of every month till Confirmation.
10. Provide cab facility for specific routes and charges for that will be INR 1500 monthly. It will not get calculated pro-rata basis. T&C apply.





RT Global Infosolutions Private Limited

16, Rajiv Gandhi Chandigarh Technology Park, Chandigarh-160101, INDIA

11. You will be on Probation for the initial 6 months of your joining and after completion of 6 months, your performance will be evaluated/reviewed based on Factors like Attendance, discipline, performance, and other parameters as required by the HR Department & Reporting Manager. If the Management finds your evaluation as per the required standards, you will be confirmed.

As discussed, your joining date will be July 03, 2023. Further, you shall get a detailed appointment letter only after the submission of all your joining documents. For pre-joining formalities please reach the office at **03:00 PM on July 03, 2023**. Also, bring the following documents/credentials and submit these documents to the HR department at the time of pre-joining formalities:

- Passport size photograph.
- Photo ID proof, Driving License/Voter ID Card/Passport (Mandate).
- Pan card (Mandate).
- Aadhar card (Mandate).
- Covid Vaccination Certificate (Mandate)
- All mark sheet Copies (10th, 12th, All semesters mark sheet along with degree)
- Copy of Proof of Training done.
- Copy of cancelled cheque.
- Police Verification will be done by the company (Mandate)
- One year written commitment will be done.

This offer of Appointment is subject to satisfactory reference checks and verification of documents. During the reference check, if any information provided by you in the Application Form/Interview is found to be incorrect/false, the company reserves the right to withdraw the further notice or can take up disciplinary action as per disciplinary guidelines applicable in the company post joining.

This offer letter is valid for 5 business days from the date of issuance, if this joining date is not suitable for you, please contact us immediately at hr@rgisol.com to seek an alternative date.

At last, we welcome you to RT Global InfoSolutions Pvt. Ltd family and wish you a rewarding career ahead.

Virender Mittal

Director

RT Global InfoSolutions Pvt. Ltd

15 students selected - 201 available of 15 students 21

Writing the details of the shortlisted students.

Regards
Dr. Armandeep Kaur
Assistant Professor
Deptt. of Commerce
(Quoted text hidden)

Tue, Jan 16, 2023 at 2:24 PM

Aman Dhiman <aman.nov85@gmail.com>
To: Mon Placements <mon36placements@gmail.com>

(Quoted text hidden)

Mon, Jan 16, 2023 at 8:31 PM

M. Umarani <umarani@amazon.com>
To: Aman Dhiman <aman.nov85@gmail.com>, 'mon36placements@gmail.com' <mon36placements@gmail.com>

Hello Manita Ma'am,

Greetings from Amazon!

Please find the below update post HR interview.

College name	Candidate's Name	Email	Status
MCM DAV	Sakshi	s75tsakshi@mondayworld.in	Selected
MCM DAV	Payal	c.payal211@gmail.com	Selected
MCM DAV	Jasmin	singhanvishwan0063@gmail.com	Selected
MCM DAV	Seeshi	saashi19@gmail.com	Selected
MCM DAV	Priyal	priyalssw0948@gmail.com	Selected
MCM DAV	Neha	nehabansal3518@gmail.com	Rejected
MCM DAV	Rishi	rishikundur0055@gmail.com	Selected
MCM DAV	Mahak	mahakvashish@gmail.com	Hold
MCM DAV	Sonika	sonikamathur00@gmail.com	Selected
MCM DAV	Vanshika	sharna.vanshika0211@gmail.com	Selected
MCM DAV	Maanvi	maanvibhada1702@gmail.com	Selected
MCM DAV	Shaurya	chpuhan0shaurya@gmail.com	Rejected
MCM DAV	Garima	garimasublok4@gmail.com	Selected
MCM DAV	Divya	divya.singh11@gmail.com	Selected
MCM DAV	Garima	9796garima@mondayworld.in / garima.sarpal2@gmail.com	HR interview pending
MCM DAV	Ishleen	ishleen09gh0@gmail.com	Selected
MCM DAV	Asha	stewarissa10@gmail.com	Selected
MCM DAV	Dayita	dayita.goyal10@gmail.com	Hold
MCM DAV	Kriti	kritigoyal101001@gmail.com	Selected

→ Did not get offer letter as she said she doesn't want to join

Regards,

**Fwd: Letter of Intent**

1 message

9751 SAKSHI <9751sakshi@mcmdavcwchd.in>
To: amandeep@mcmdavcwchd.in

23 January 2023 at 20:33

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>
Date: Mon, Jan 2, 2023, 10:28 AM
Subject: Letter of Intent
To: 9751sakshi@mcmdavcwchd.in <9751sakshi@mcmdavcwchd.in>

Hello Sakshi,

Name: Sakshi Handoo

Dear Sakshi Handoo

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

Payal Chhabra <c.payal211@gmail.com>

24 January 2023 at 10:44

To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

----- Forwarded message -----

From: Recruiting <noreply@jobs.amazon.com>

Date: Mon, 2 Jan 2023, 10:28 am

Subject: Letter of Intent

To: c.payal211@gmail.com <c.payal211@gmail.com>

Hello Payal,

Name: Payal Chhabra

Name: Payal Chhabra

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

(B)

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

Harvikram Singh <singhharvikram0063@gmail.com>
To: amandeep@mcmdavcwchd.in

23 January 2023 at 22:45

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>
Date: Fri, Dec 30, 2022 at 2:19 PM
Subject: Letter of Intent
To: singhharvikram0063@gmail.com <singhharvikram0063@gmail.com>

Hello jasmine,
Na
Name: jasmine kaur
Dear jasmine kaur

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

23 January 2023 at 20:16

Saashi Chauhan <saashi19@gmail.com>

To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

----- Forwarded message -----

From: Recruiting <noreply@jobs.amazon.com>

Date: Mon, Jan 2, 2023, 10:28 AM

Subject: Letter of Intent

To: saashi19@gmail.com <saashi19@gmail.com>

Hello Saashi,

Name: Saashi Chauhan

Dear Saashi Chauhan

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be used at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

23 January 2023 at 20:18

Priyal Asawa <priyalaswa9948@gmail.com>

To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>

Date: Thu, Dec 29, 2022, 7:14 PM

Subject: Letter of Intent

To: priyalaswa9948@gmail.com <priyalaswa9948@gmail.com>

Hello Priyal,

Name: Priyal Asawa

Dear Priyal Asawa

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely

0:44

0:12 5:18 PM

Letter of Intent (View)Recruiting Jan 1
to me

Hello Rink,

Name: Rink,
Dear Rink,

With reference to your application and subsequent assessment you had with us, we are pleased to inform you that you have been shortlisted for the position of Virtual Customer Support Associate on a Fixed Term Employment for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stand herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/customer-service.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD

27/12/23, 5:14 PM

MEHR CHAND MAHAJAN DAY COLLEGE FOR WOMEN Mail - Fwd: Letter of Intent



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

23 January 2023 at 22:59

Mehak Vashisht <mehkvashisht@gmail.com>
To: amandeep@mcmdavcwchd.in

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>
Date: Fri, 20 Jan, 2023, 17:06
Subject: Letter of Intent
To: mehkavashisht@gmail.com <mehkvashisht@gmail.com>

Hi Mehak,

Name: Mehak Vashisht
Dear Mehak Vashisht

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: LOI, Vanshika Sharma, BBA 3

1 message

24 January 2023 at 11:05

Vanshika Sharma <sharma.vanshika0211@gmail.com>

To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

Hello Vanshika,

Name: Vanshika Sharma

Dear Vanshika Sharma

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 120 day period referred to herein or thereafter or with respect to the base pay as mentioned herein.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD

Thank you,
Amazon Recruiting Team

Replies to this message are undeliverable. Please do not reply.

You can contact us at www.amazon.com/csapplicationhelp and click the 'Email Us' or 'Chat with Us' button if you have additional questions.



Dr. Amandeep Kaur <amandeep@mcmdavwchd.in>

Fwd: Letter of Intent

1 message

24 January 2023 at 01:12

Maanvi Bhatia <maanvibhatia1702@gmail.com>
To: amandeep@mcmdavwchd.in

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>
Date: Wed, 4 Jan 2023 at 8:04 PM
Subject: Letter of Intent
To: maanvibhatia1702@gmail.com <maanvibhatia1702@gmail.com>

Hello MAANVI,

me: MAANVI.
Dear MAANVI.

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

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Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

2/12/23, 5:13 PM

MEHR CHAND MAHAJAN DAY COLLEGE FOR WOMEN Mail - Fwd: Letter of Intent



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

Garima Sablok <garimasablok4@gmail.com>
To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

23 January 2023 at 23:26

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>
Date: Wed, Dec 28, 2022, 12:02 PM
Subject: Letter of Intent
To: garimasablok4@gmail.com <garimasablok4@gmail.com>

Hello Garima,

Name: Garima Sablok
Dear Garima Sablok

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

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In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Fwd: Letter of Intent

1 message

23 January 2023 at 20:19

4656 Divya Singla <4656divya@mcmdavwchd.in>
To: amandeep@mcmdavwchd.in

Sent from iPhone

Begin forwarded message:

From: Recruiting <noreply@jobs.amazon.com>
Date: 28 December 2022 at 12:44:54 PM IST
To: divya.singla11@gmail.com
Subject: Letter of Intent

Hello Divya,

Name: Divya Singla
Dear Divya Singla

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate** on a **Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 240000 per annum. The same may be revised at the time of the Issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per company policies.

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Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Re: Letter of Intent

1 message

9796 GARIMA <9796garima@mcmdavcwchd.in>
To: amandeep@mcmdavcwchd.in

23 January 2023 at 21:17

On Sat, 21 Jan 2023 at 11:04 AM, Recruiting <noreply@jobs.amazon.com> wrote:

Hello garima,

Name: garima sarpal

Dear garima sarpal

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

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For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD

Thank you,



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

12 February 2023 at 19:08

Abha Sharma <stewalyss10@gmail.com>
To: amandeep@mcmdavcwchd.in

Sent from my iPhone

Begin forwarded message:

From: Recruiting <noreply@jobs.amazon.com>
Date: January 2, 2023 at 10:28:47 AM GMT+5:30
To: "stewalyss10@gmail.com" <stewalyss10@gmail.com>
Subject: Letter of Intent

Hello ABHA,

Name: ABHA SHARMA

Dear ABHA SHARMA,

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate** on a **Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

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Acceptance of this LOI will be construed as a confirmation on your ability to accept employment with the Company and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

1 message

Dayita Goyal <dayitagoyal10@gmail.com>

12 February 2023 at 18:02

To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>

Date: Wed, 18 Jan 2023 at 8:57 PM

Subject: Letter of Intent

To: dayitagoyal10@gmail.com <dayitagoyal10@gmail.com>

Hello Dayita,

Name: Dayita Goyal

Dear Dayita Goyal

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

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For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD



Dr. Amandeep Kaur <amandeep@mcmdavcwchd.in>

Fwd: Letter of Intent

2 messages

Kriti Goyal <kritigoyal101001@gmail.com>

18 January 2023 at 11:37

To: "amandeep@mcmdavcwchd.in" <amandeep@mcmdavcwchd.in>

Forwarded message

From: Recruiting <noreply@jobs.amazon.com>

Date: Mon, 16 Jan, 2023, 5:33 pm

Subject: Letter of Intent

To: kritigoyal101001@gmail.com <kritigoyal101001@gmail.com>

Hello Kriti,

Name: Kriti Goyal
Dear Kriti Goyal

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of **Virtual Customer Support Associate on a Fixed Term Employment** for term less than 12 months at facility of Amazon Development Center India Pvt. Ltd. (the "company").

Please treat this as a letter of intent ("LOI") valid for a period of 120 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 120 day period. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before issue of the Offer Letter.

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For any queries, please feel free to contact us on www.amazon.com/csapplicationhelp.

Yours sincerely,

AMAZON DEVELOPMENT CENTER (INDIA) PVT LTD

Sahiba Sharma <sahiba@mcmdavcwchd.in>

Shortlisted Candidate || Geetanjali Homestate Pvt Ltd

1 message

Naini Bajpai <naini01.geetanjali@gmail.com>

21 December 2022 at 18:54

To: Sahiba Sharma <sahiba@mcmdavcwchd.in>

Cc: Mcm Placements <mcm36placements@gmail.com>, Aanchal Rustagi <hraanchalrustagi@gmail.com>

Hello,

Greetings of the day

Please find the name of the shortlisted candidates for PI .

Komal

gunjan

Payal

PI will be tomorrow, will share the link by tomorrow.

Before moving forward please fill the final selection form .<https://forms.gle/NwSsyP2681KGsHwz8>

Thanks and Regards

Naini Bajpai

On Thu, Dec 15, 2022 at 4:36 PM Sahiba Sharma <sahiba@mcmdavcwchd.in> wrote:

Greetings

As per our telephonic conversation please find attached the details of the students who have registered for the placement drive of Geetanjali Homestate.

A total of 27 students have registered for the drive.

Kindly keep us informed about the interview schedule at sahiba@mcmdavcwchd.in and mcm36placements@gmail.com

Have a nice day.

Thanks & Regards

Ms Sahiba Sharma (9780925742)

Placement Drive Coordinator

Mehar Chand Mahajan Dav College For Women
Chandigarh



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www.algomill.com
contactus@algomill.com

Feb 3rd, 2023

Dear Ms. Anjali Malik,

We are pleased to offer you employment for the position of **Business Associate** with AlgoMill Infotech LLP. We trust that your knowledge, skills, and experience will be among our most valuable assets.

Annexure A below includes your salary and benefits information.

Your signing these documents confirms your acceptance of the terms and conditions.

You will need to sign these documents at the time of commencement of your employment.

Joining Date: 13th-Feb-2023

Time: 9:30 A.M IST

Location: Finvasia Center, (Level 2), D-179, Sector 74, Mohali, PB - 160055

Kindly acknowledge your acceptance by signing the document, confirming the joining date. There shall be a mandatory orientation program at our office.

For any further questions or concerns feel free to reach us.

We at AlgoMill, hope that you'll accept this job offer and we look forward to welcoming you aboard.

Sincerely,

For, AlgoMill Infotech LLP
Somesh Kapuria
Managing Director



Annexure A

COMPENSATION OF EMPLOYEE AND DEDUCTIONS

Your Annual fixed compensation of Rs. 4.5 LPA per annum will be divided per the following break up:

FIXED MONTHLY PAY:

	Monthly
Basic Pay	Rs. 20,000
H.R.A.	Rs. 3,000
Conveyance	Rs. 2,000
TOTAL	Rs. 25,000

FIXED QUARTERLY AND ANNUAL PAY:

- After successful completion of your probation period, you will be eligible to receive a fixed quarterly bonus of INR 25,000/- (Rupees Twenty-Five Thousand) per quarter.
- After successful completion of one year of tenure with us, you will be eligible to receive an additional fixed annual bonus of INR 50,000/- (Rupees Fifty Thousand).
- You will also be eligible to receive Additional bonus amounts, subject to your job performance at AlgoMill.
- No bonus, whatsoever, shall be payable in event of resignation by an employee.
- Individual salary and performance rating should not be shared with other employees.
- Applicable taxes (if any) would be borne by the employee.



TERMS AND CONDITIONS:

This is in reference you your appointment as **Business Associate** on the following terms and conditions:

1. You will be on probation for a period of three months, which may be extended by another three months at sole discretion of the management. On satisfaction completion of probation period/extended probation period you shall be confirmed till such time you shall continue to be on probation and conformed service. In the event of your resignation or termination of services, you will have to give a 30 days' notice or two months gross salary and company will give a 14 days' notice or salary in lieu thereof.
2. You acknowledge and agree that Company has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by Company and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or reference checks. If, at any time, Company believes, in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents or certificates provided as a proof of your qualifications and experience, or if you fail to cooperate with Company and/or its agents in conducting such verification and/or background and/or reference checks, Company may, in its sole discretion, elect to terminate or suspend your employment immediately.
3. Company's leave policy shall apply to your employment and maybe modified by Company at any time, in its sole discretion, upon notice to you.
4. A working day shall comprise Nine (9) hours, irrespective of shifts, with a break for an hour (in the aggregate).
5. The Employee agrees that all "Confidential and Proprietary Information" learned during the Employee's employment, whether or not in writing, of the Company, the Company's vendors or the Company's clients is secret and shall not be disclosed. Confidential and proprietary information shall mean but is not limited to, any information relating to and including trade programs, client lists, client contacts and requirements, referral lists, consultant lists, employee lists, vendors, suppliers, business information, strategic plans, business dealings, ideas, processes, designs, discoveries, inventions, improvements, concepts, methods, common procedures, techniques, written material, know how not generally known in the trader industry, company records, protocols, programs and other similar information that is part of the Company. The Employee agrees that all confidential and proprietary information is the property of the Company or the Company's clients, end-clients, end-users or vendors. The Employee agrees that the Employee's obligation to treat all confidential and proprietary information as secret shall survive the termination of the Employee's employment at the Company. In the event of the Employee's termination from the Company, the Employee shall return within twenty-four (24) hours of the Employee's termination any and all confidential and proprietary information in the Employee's possession, custody or control failing which it shall be treated as embezzlement of company's product.



6. "Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the or provided to you by Company or on Company's and its affiliates' and their employees', contractors' and/or clients' behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, computer programs and documentation, contractor, customer or client lists, software, developments, inventions, processes, formulas, technology, drawings, engineering plans, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.
7. Should there be any issue between the Company and the Employee which may require adjudication then Chandigarh Territory shall be the area of Jurisdiction with total bar on any other place/state/city.

In witness whereof, the parties have executed Annexure A and Terms and Conditions as of the date above first written.

→ *Somesh Kapuria*
For AlgoMill Infotech LLP

Name: Somesh Kapuria
Title: Managing Director
Date: 3-Feb-2023

For Employee

Name: _____
PAN: _____
Address: _____
Phone: _____
Email: _____



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contactus@algomill.com

Feb 3rd, 2023

Dear **Ms. Manpreet Kaur Saini**,

We are pleased to offer you employment for the position of **Business Associate** with AlgoMill Infotech LLP. We trust that your knowledge, skills, and experience will be among our most valuable assets.

Annexure A below includes your salary and benefits information.

Your signing these documents confirms your acceptance of the terms and conditions.

You will need to sign these documents at the time of commencement of your employment.

Joining Date: **13th-Feb-2023**

Time: **9:00 A.M IST**

Location: **Finvasia Center, (Level 2), D-179, Sector 74, Mohali, PB - 160055**

Kindly acknowledge your acceptance by signing the document, confirming the joining date. There shall be a mandatory orientation program at our office.

For any further questions or concerns feel free to reach us.

We at AlgoMill, hope that you'll accept this job offer and we look forward to welcoming you aboard.

Sincerely,

For, AlgoMill Infotech LLP
Somesh Kapuria
Managing Director



Annexure A

COMPENSATION OF EMPLOYEE AND DEDUCTIONS

Your Annual fixed compensation of Rs. 4.5 LPA per annum will be divided per the following break up:

FIXED MONTHLY PAY:

	Monthly
Basic Pay	Rs. 20,000
H.R.A.	Rs. 3,000
Conveyance	Rs. 2,000
TOTAL	Rs. 25,000

FIXED QUARTERLY AND ANNUAL PAY:

- After successful completion of your probation period, you will be eligible to receive a fixed quarterly bonus of INR 25,000/- (Rupees Twenty-Five Thousand) per quarter.
- After successful completion of one year of tenure with us, you will be eligible to receive an additional fixed annual bonus of INR 50,000/- (Rupees Fifty Thousand).
- You will also be eligible to receive Additional bonus amounts, subject to your job performance at AlgoMill.
- No bonus, whatsoever, shall be payable in event of resignation by an employee.
- Individual salary and performance rating should not be shared with other employees.
- Applicable taxes (if any) would be borne by the employee.



TERMS AND CONDITIONS:

This is in reference to your appointment as **Business Associate** on the following terms and conditions:

1. You will be on probation for a period of three months, which may be extended by another three months at sole discretion of the management. On satisfaction completion of probation period/extended probation period you shall be confirmed till such time you shall continue to be on probation and conformed service. In the event of your resignation or termination of services, you will have to give a 30 days' notice or two months gross salary and company will give a 14 days' notice or salary in lieu thereof.
2. You acknowledge and agree that Company has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by Company and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or reference checks. If, at any time, Company believes, in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents or certificates provided as a proof of your qualifications and experience, or if you fail to cooperate with Company and/or its agents in conducting such verification and/or background and/or reference checks, Company may, in its sole discretion, elect to terminate or suspend your employment immediately.
3. Company's leave policy shall apply to your employment and maybe modified by Company at any time, in its sole discretion, upon notice to you.
4. A working day shall comprise Nine (9) hours, irrespective of shifts, with a break for an hour (in the aggregate).
5. The Employee agrees that all "Confidential and Proprietary Information" learned during the Employee's employment, whether or not in writing, of the Company, the Company's vendors or the Company's clients is secret and shall not be disclosed. Confidential and proprietary information shall mean but is not limited to, any information relating to and including trade programs, client lists, client contacts and requirements, referral lists, consultant lists, employee lists, vendors, suppliers, business information, strategic plans, business dealings, ideas, processes, designs, discoveries, inventions, improvements, concepts, methods, common procedures, techniques, written material, know how not generally known in the trader industry, company records, protocols, programs and other similar information that is part of the Company. The Employee agrees that all confidential and proprietary information is the property of the Company or the Company's clients, end-clients, end-users or vendors. The Employee agrees that the Employee's obligation to treat all confidential and proprietary information as secret shall survive the termination of the Employee's employment at the Company. In the event of the Employee's termination from the Company, the Employee shall return within twenty-four (24) hours of the Employee's termination any and all confidential and proprietary information in the Employee's possession, custody or control failing which it shall be treated as embezzlement of company's product.



6. "Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the or provided to you by Company or on Company's and its affiliates' and their employees', contractors' and/or clients' behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, computer programs and documentation, contractor, customer or client lists, software, developments, inventions, processes, formulas, technology, drawings, engineering plans, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.
7. Should there be any issue between the Company and the Employee which may require adjudication then Chandigarh Territory shall be the area of Jurisdiction with total bar on any other place/state/city.

In witness whereof, the parties have executed Annexure A and Terms and Conditions as of the date above first written.

Somesh Kapuria

For AlgoMill Infotech LLP

Name: Somesh Kapuria
Title: Managing Director
Date: 3-Feb-2023

For Employee

Name: _____
PAN: _____
Address: _____
Phone: _____
Email: _____



ALGOMILL
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www.algomill.com
contactus@algomill.com

Feb 3rd, 2023

Dear Ms. Parneet Kaur,

We are pleased to offer you employment for the position of **Business Associate** with AlgoMill Infotech LLP. We trust that your knowledge, skills, and experience will be among our most valuable assets.

Annexure A below includes your salary and benefits information.

Your signing these documents confirms your acceptance of the terms and conditions.

You will need to sign these documents at the time of commencement of your employment.

Joining Date: **13th-Feb-2023**

Time: **9:00 A.M IST**

Location: **Finvasia Center, (Level 2), D-179, Sector 74, Mohali, PB - 160055**

Kindly acknowledge your acceptance by signing the document, confirming the joining date. There shall be a mandatory orientation program at our office.

For any further questions or concerns feel free to reach us.

We at AlgoMill, hope that you'll accept this job offer and we look forward to welcoming you aboard.

Sincerely,

For, AlgoMill Infotech LLP

Somesh Kapuria

Managing Director

AlgoMill Infotech LLP

Providing Bespoke IT Solutions Globally



Annexure A

COMPENSATION OF EMPLOYEE AND DEDUCTIONS

Your Annual fixed compensation of Rs. 4.5 LPA per annum will be divided per the following break up:

FIXED MONTHLY PAY:

	Monthly
Basic Pay	Rs. 20,000
H.R.A.	Rs. 3,000
Conveyance	Rs. 2,000
TOTAL	Rs. 25,000

FIXED QUARTERLY AND ANNUAL PAY:

- After successful completion of your probation period, you will be eligible to receive a fixed quarterly bonus of INR 25,000/- (Rupees Twenty-Five Thousand) per quarter.
- After successful completion of one year of tenure with us, you will be eligible to receive an additional fixed annual bonus of INR 50,000/- (Rupees Fifty Thousand).
- You will also be eligible to receive Additional bonus amounts, subject to your job performance at AlgoMill.
- No bonus, whatsoever, shall be payable in event of resignation by an employee.
- Individual salary and performance rating should not be shared with other employees.
- Applicable taxes (if any) would be borne by the employee.



TERMS AND CONDITIONS:

www.algomill.com
contactus@algomill.com

This is in reference to your appointment as **Business Associate** on the following terms and conditions:

1. You will be on probation for a period of three months, which may be extended by another three months at sole discretion of the management. On satisfaction completion of probation period/extended probation period you shall be confirmed till such time you shall continue to be on probation and conformed service. In the event of your resignation or termination of services, you will have to give a 30 days' notice or two months gross salary and company will give a 14 days' notice or salary in lieu thereof.
2. You acknowledge and agree that Company has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by Company and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or reference checks. If, at any time, Company believes, in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents or certificates provided as a proof of your qualifications and experience, or if you fail to cooperate with Company and/or its agents in conducting such verification and/or background and/or reference checks, Company may, in its sole discretion, elect to terminate or suspend your employment immediately.
3. Company's leave policy shall apply to your employment and maybe modified by Company at any time, in its sole discretion, upon notice to you.
4. A working day shall comprise Nine (9) hours, irrespective of shifts, with a break for an hour (in the aggregate).
5. The Employee agrees that all "Confidential and Proprietary Information" learned during the Employee's employment, whether or not in writing, of the Company, the Company's vendors or the Company's clients is secret and shall not be disclosed. Confidential and proprietary information shall mean but is not limited to, any information relating to and including trade programs, client lists, client contacts and requirements, referral lists, consultant lists, employee lists, vendors, suppliers, business information, strategic plans, business dealings, ideas, processes, designs, discoveries, inventions, improvements, concepts, methods, common procedures, techniques, written material, know how not generally known in the trader industry, company records, protocols, programs and other similar information that is part of the Company. The Employee agrees that all confidential and proprietary information is the property of the Company or the Company's clients, end-clients, end-users or vendors. The Employee agrees that the Employee's obligation to treat all confidential and proprietary information as secret shall survive the termination of the Employee's employment at the Company. In the event of the Employee's termination from the Company, the Employee shall return within twenty-four (24) hours of the Employee's termination any and all confidential and proprietary information in the Employee's possession, custody or control failing which it shall be treated as embezzlement of company's product.



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6. "Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the or provided to you by Company or on Company's and its affiliates' and their employees', contractors' and/or clients' behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, computer programs and documentation, contractor, customer or client lists, software, developments, inventions, processes, formulas, technology, drawings, engineering plans, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.
7. Should there be any issue between the Company and the Employee which may require adjudication then Chandigarh Territory shall be the area of Jurisdiction with total bar on any other place/state/city.

In witness whereof, the parties have executed Annexure A and Terms and Conditions as of the date above first written.

Somesh Kapuria

For AlgoMill Infotech LLP

Name: Somesh Kapuria
Title: Managing Director
Date: 3-Feb-2023

For Employee

Name: _____
PAN: _____
Address: _____
Phone: _____
Email: _____

AlgoMill Infotech LLP
Providing Bespoke IT Solutions Globally



Feb 3rd, 2023

Dear **Ms. Harmanjot Kaur**,

We are pleased to offer you employment for the position of **Business Associate** with AlgoMill Infotech LLP. We trust that your knowledge, skills, and experience will be among our most valuable assets.

Annexure A below includes your salary and benefits information.

Your signing these documents confirms your acceptance of the terms and conditions.

You will need to sign these documents at the time of commencement of your employment.

Joining Date: **13th-Feb-2023**

Time: **9:00 A.M IST**

Location: **Finvasia Center, (Level 2), D-179, Sector 74, Mohali, PB - 160055**

Kindly acknowledge your acceptance by signing the document, confirming the joining date. There shall be a mandatory orientation program at our office.

For any further questions or concerns feel free to reach us.

We at AlgoMill, hope that you'll accept this job offer and we look forward to welcoming you aboard.

Sincerely,

For, AlgoMill Infotech LLP
Somesh Kapuria
Managing Director



Annexure A

COMPENSATION OF EMPLOYEE AND DEDUCTIONS

Your Annual fixed compensation of Rs. 4.5 LPA per annum will be divided per the following break up:

FIXED MONTHLY PAY:

	Monthly
Basic Pay	Rs. 20,000
H.R.A.	Rs. 3,000
Conveyance	Rs. 2,000
TOTAL	Rs. 25,000

FIXED QUARTERLY AND ANNUAL PAY:

- After successful completion of your probation period, you will be eligible to receive a fixed quarterly bonus of INR 25,000/- (Rupees Twenty-Five Thousand) per quarter.
- After successful completion of one year of tenure with us, you will be eligible to receive an additional fixed annual bonus of INR 50,000/- (Rupees Fifty Thousand).
- You will also be eligible to receive Additional bonus amounts, subject to your job performance at AlgoMill.
- No bonus, whatsoever, shall be payable in event of resignation by an employee.
- Individual salary and performance rating should not be shared with other employees.
- Applicable taxes (if any) would be borne by the employee.



TERMS AND CONDITIONS:

This is in reference you your appointment as **Business Associate** on the following terms and conditions:

1. You will be on probation for a period of three months, which may be extended by another three months at sole discretion of the management. On satisfaction completion of probation period/extended probation period you shall be confirmed till such time you shall continue to be on probation and conformed service. In the event of your resignation or termination of services, you will have to give a 30 days' notice or two months gross salary and company will give a 14 days' notice or salary in lieu thereof.
2. You acknowledge and agree that Company has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by Company and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or reference checks. If, at any time, Company believes, in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents or certificates provided as a proof of your qualifications and experience, or if you fail to cooperate with Company and/or its agents in conducting such verification and/or background and/or reference checks, Company may, in its sole discretion, elect to terminate or suspend your employment immediately.
3. Company's leave policy shall apply to your employment and maybe modified by Company at any time, in its sole discretion, upon notice to you.
4. A working day shall comprise Nine (9) hours, irrespective of shifts, with a break for an hour (in the aggregate).
5. The Employee agrees that all "Confidential and Proprietary Information" learned during the Employee's employment, whether or not in writing, of the Company, the Company's vendors or the Company's clients is secret and shall not be disclosed. Confidential and proprietary information shall mean but is not limited to, any information relating to and including trade programs, client lists, client contacts and requirements, referral lists, consultant lists, employee lists, vendors, suppliers, business information, strategic plans, business dealings, ideas, processes, designs, discoveries, inventions, improvements, concepts, methods, common procedures, techniques, written material, know how not generally known in the trader industry, company records, protocols, programs and other similar information that is part of the Company. The Employee agrees that all confidential and proprietary information is the property of the Company or the Company's clients, end-clients, end-users or vendors. The Employee agrees that the Employee's obligation to treat all confidential and proprietary information as secret shall survive the termination of the Employee's employment at the Company. In the event of the Employee's termination from the Company, the Employee shall return within twenty-four (24) hours of the Employee's termination any and all confidential and proprietary information in the Employee's possession, custody or control failing which it shall be treated as embezzlement of company's product.



6. "Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the or provided to you by Company or on Company's and its affiliates' and their employees', contractors' and/or clients' behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, computer programs and documentation, contractor, customer or client lists, software, developments, inventions, processes, formulas, technology, drawings, engineering plans, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.
7. Should there be any issue between the Company and the Employee which may require adjudication then Chandigarh Territory shall be the area of Jurisdiction with total bar on any other place/state/city.

In witness whereof, the parties have executed Annexure A and Terms and Conditions as of the date above first written.

For AlgoMill Infotech LLP

Name: Somesh Kapuria
Title: Managing Director
Date: 3-Feb-2023

For Employee

Name: _____
PAN: _____
Address: _____
Phone: _____
Email: _____



ALGOMILL
IT SOLUTIONS



www.algomill.com
contactus@algomill.com

Feb 3rd, 2023

Dear **Ms. Muskan Bhardwaj**,

We are pleased to offer you employment for the position of **Business Associate** with AlgoMill Infotech LLP. We trust that your knowledge, skills, and experience will be among our most valuable assets.

Annexure A below includes your salary and benefits information.

Your signing these documents confirms your acceptance of the terms and conditions.

You will need to sign these documents at the time of commencement of your employment.

Joining Date: **13th-Feb-2023**

Time: **9:00 A.M IST**

Location: **Finvasia Center, (Level 2), D-179, Sector 74, Mohali, PB - 160055**

Kindly acknowledge your acceptance by signing the document, confirming the joining date. There shall be a mandatory orientation program at our office.

For any further questions or concerns feel free to reach us.

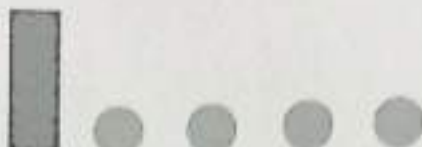
We at AlgoMill, hope that you'll accept this job offer and we look forward to welcoming you aboard.

Sincerely,

For, AlgoMill Infotech LLP

Somesh Kapuria

Managing Director



Annexure A

COMPENSATION OF EMPLOYEE AND DEDUCTIONS

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6. "Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the or provided to you by Company or on Company's and its affiliates' and their employees', contractors' and/or clients' behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, computer programs and documentation, contractor, customer or client lists, software, developments, inventions, processes, formulas, technology, drawings, engineering plans, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.
7. Should there be any issue between the Company and the Employee which may require adjudication then Chandigarh Territory shall be the area of Jurisdiction with total bar on any other place/state/city.

In witness whereof, the parties have executed Annexure A and Terms and Conditions as of the date above first written.

Somesh Kapuria

For AlgoMill Infotech LLP

Name: Somesh Kapuria
Title: Managing Director
Date: 3-Feb-2023

For Employee

Name: _____
PAN: _____
Address: _____
Phone: _____
Email: _____



Ref. Offer-North/Feb/22-23/PPM/Partner/ Chandigarh/3392

February 17, 2023

Babita Kumari
House No. 4790/3, Sector 38, West Chandigarh, Chandigarh - 160014

Dear Babita Kumari,

We are pleased to offer you the position of **Principal Partnership Manager - Partner** in band "C2" on the following terms and conditions

- 1. Role:** You will be responsible for achieving and exceeding sales targets. Further, the Company may review your role and responsibilities from time to time. Additional details of your role and expected outputs will be provided to you on your joining the Company.
- 2. Date of Joining:** Your appointment will be effective **February 22, 2023** or any other date mutually agreed upon in writing.
- 3. Location:** Your current place of work is **Chandigarh**. Your place of work may be changed to any other location within India, as directed by the Company from time to time.
- 4. Reporting:** You will report to the **Branch Head** or any other designate person as specified by the Company from time to time.
- 5. Remuneration:** Your annual compensation package on a total fixed cost basis is **Rs. 300000/- (Rupees Three Lakh Only)**. This amount will include basic salary, taxable and non-taxable allowances & benefits and other payments, payable as per the designate acts.
 - Annexure B (Flexible Compensation Plan) provides you with the option of structuring your compensation to meet your individual requirements, within pre-defined guidelines, as applicable for your level. You will be allowed to exercise this option online, and the same will be valid for the financial year.
- 6. Sales Incentive:** In addition to the designate remuneration and benefits you will be eligible for sales incentive, on commencement of business; this incentive will be governed by the terms and conditions of the Sales incentive scheme, details of which will be shared separately. The Company reserves the right to amend the scheme from time to time. The Company can also discontinue and/ or change the level and terms of the designate sales incentive scheme. You shall not be entitled to an incentive (whether or not any incentive has been declared) if your employment terminates, or if notice of termination of your employment is served by the Company or you, before the incentive is paid. All incentive payouts will be governed by the prevailing guidelines and policies of the Company and can be modified from time to time.
- 7. Obligation for Tax:** Any amount payable by the Company to you towards compensation, allowances and/ or any other payment shall be subject to deduction of withholding taxes and/ or any other taxes under applicable law. All requirements under the applicable tax laws in India and outside India, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you. The Company will meet any Indian tax charge on benefits unless otherwise stated.

CIN - U66010DL2000PLC107880

IRDA Reg. No. 122

Aviva Life Insurance Company India Limited

Head Office: 401-A, 4th Floor, Block A, DLF Cyber Park,

Sector-20, NH-8 Gurgaon, Haryana - 122016

Tel: +91 124 2709000, Fax: +91 124 2571210

Registered Office: 2nd Floor, Prakashdeep Building,

7, Tolstoy Marg, New Delhi-110 001, India

Tel: +91 11 41510933, Fax: +91 11 41510922



1800-180-2266 / 0124-2709068
1800-103-7766



customerservices@avivaindia.com



www.avivaindia.com

8. **Hours of Work:** The actual hours, which you will be required to work, will be agreed between your Manager and you from time to time. You may be required to work any additional hours and or work in shifts, as necessary for the effective performance of your role, at the discretion of the Company.
9. **Age of Retirement:** Your age of retirement will be 60 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 60 years.
10. **Whole Time and Attention:** During your employment with the Company you shall devote your best efforts to promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and shall not without prior written consent of the Company (and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.
11. **Training:** During your employment with the Company you may be nominated for participating in specialized training and developments programs (**Training Programs**) on which the Company will be meeting significant expenditure which includes but is not limited to all cost incurred by the Company towards passport/ visa application, airfare, lodging, allowances, training, etc. (**Training Cost**). You hereby acknowledge that the Training Cost will be substantial and significant in monetary terms, and considering that you shall be gaining substantially by way of improving the knowledge base, competence and marketability of your technical skills at the cost of the Company, it will be fair and reasonable on the part of the Company to expect a return on the training expenditure incurred on you. In such a case, in the event you decide to leave the employment of the Company within one (1) year from the date of successful completion of Training Programs or in the event of your unauthorized absence, either during the training period or prior to completion of such period, you hereby agree to pay to the Company the entire Training Cost and all associated costs. Further, in the event you decide to leave the employment of the Company at any time after completion of one (1) year but before completion of two (2) years from the date of successful completion of Training Programs, you hereby agree to pay to the Company fifty percent (50%) of the Training Cost and all associated costs.
12. **Leave:** In addition to public holidays observed by the Company, you shall also be entitled to thirty days of paid vacation for each calendar year (January to December), prorated from your date of joining. For every completed year of service you will be allowed to carry forward a maximum of twelve days, prorated from your date of joining, to the next calendar year. Further, there are other leave entitlements, including My leave, details of which will be made available at the time of joining. These are governed by the Company's leave policy, as applicable and can be modified from time to time.
13. **Compensation Review:** The Company reviews compensation levels for **Principal Partnership Manager** upon goal sheet achievement. Reviews are based on various parameters, including but not limited to, performance of the Company, the individual, industry benchmarks and affordability. Hence automatic salary increases are not guaranteed. Participation in the review exercise will be determined by the designate policy and can be reviewed by the Company from time to time.
14. **Probation:** Initially the appointment shall be for a probationary period as per Aviva Career Escalation Policy. Thereafter, if your services are found satisfactory, you shall be issued a letter of confirmation. Your probationary period can also be extended at the discretion of the company. You shall be deemed to be on probation till the Company gives you a written notice of confirmation.
15. **Relocation and Traveling:** Your Services are liable to be transferred throughout India or abroad as per the requirement of the Company. You may be required to travel throughout India or abroad, in discharge of your duties towards the company. Your entitlement with respect to the same shall be governed by the prevailing policy of the company to that effect.

16. Termination:

A) During Probation: During your probation period you may terminate this appointment by giving 30 days notice thereof in writing. The company may terminate this appointment by giving 30 days, starting from the date of receipt of notice by you, in writing or paying to you the equivalent of the Total Fixed Cost (TFC) amount in lieu thereof without assigning any reason thereof. Any adjustments to be made in lieu of the notice period at the time of exit (such as notice pay) shall be the sole discretion of the Company and would thereof need prior approval of your Manager / Head People Function, as applicable and as governed by the prevailing exit policy of the Company.

B) Post Confirmation: On confirmation of your services, this appointment may be terminated by you by giving 30 days notice thereof in writing. The company may terminate this appointment by giving 30 days, starting from the date of receipt of notice by you, in writing or paying to you the equivalent of the Total Fixed Cost (TFC) amount in lieu thereof without assigning any reason thereof. Any adjustments to be made in lieu of the notice period at the time of exit (such as notice pay) shall be the sole discretion of the Company and would thereof need prior approval of your Manager / Head People Function, as applicable and as governed by the prevailing exit policy of the Company.

C) Breach of Contract: Notwithstanding anything herein, the Company reserves the right to terminate this appointment and your service without any compensation, payment of gratuity or notice thereof, if you are found to have engaged in breach of your responsibilities code of conduct or the terms hereof; (i) any act of misconduct or negligence in the discharge of your duties or in the conduct of the Company's business; (ii) any other act or omission, inconsistent with your duties or the Company Policy; (iii) unauthorized absence beyond a period of seven (7) days, and / or, (iv) or in the event you fail to achieve the prescribed targets/goals set by the Company.

17. Confidentiality: You shall not during the course of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company.

You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval of the Company in writing.

18. Disclosure: You shall disclose to the Company all your business interests, whether or not they are similar to or in conflict with the business (es) or activities of the Company, and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company and you. Further, you shall, at the time of joining the employment or during the course of employment, also disclose to the Company information about your immediate family members who has or proposed to have any kind of business or employer-employee relationship with the Company.

19. Illegal Gratification, Bribery and Corruption: You shall not during the course of your employment with the Company give/ accept or promise to give/ accept any money or gift or any unlawful payment to/ from any employee/ official of the Company; or to a public official; or to a political candidate, party or party official; or to any private sector employee (including a person who directs or works for a private sector enterprise in any capacity) to perform or expedite his/ her performance of the duties which he is already bound to perform under law or to obtain, retain, direct business or to secure any other advantage in the conduct of business of the Company, nor you shall exert or utilize any unlawful influence to solicit or

secure any business or services for the Company through a promise to pay/ accept a commission, percentage, brokerage or contingent fee.

The Company reserves the right to terminate your service without any compensation, payment of gratuity or notice thereof, if you are found to be in breach of this clause without prejudice to the Company's rights to initiate legal proceedings against you.

20. **Public Statements:** You shall not during the course of your employment with the Company or any time thereafter make or cause to be made in any press release, public papers, journals, pamphlets, leaflets or electronic media like blogs, emails, internet etc., any derogatory, defamatory, threatening, or other unlawful or inappropriate or unsubstantiated statements against the Company or its officers, directors, employees or agents in any manner likely to be harmful to it or them or its or their business, business reputation or personal reputation.
21. **Company Policies:** You will be governed by the Company's policies. The Company reserves the right to amend the policies from time to time.
22. **Post termination Agreements (Non-solicitation):** You agree that you will not for a period of twenty four (24) months after the termination of your employment, without the prior written consent of the Company, either alone or jointly with or on behalf of any person, directly or indirectly, in connection with the carrying on of any business in competition with the Company, canvass, solicit or approach for orders, in respect of any services provided and/or goods sold by the Company or any other Group Company, any person with whom or which you have had dealings during the course of employment as a customer or client of the Company, or any other Group Company. Nor shall you solicit, procure employment for or otherwise entice away from the Company (or any Aviva plc. Company) any individual employed by the Company (or Aviva plc. Company) and who was so employed by the Company (and / or any Aviva plc. Company) at the date of your termination of your employment and with whom you had material contact by virtue of your employment in the Company.
23. **Return of Company Property:** You shall promptly upon request by the Company and in any event upon the completion of your employment deliver to the Company all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items. The Company reserves the right to seek compensation for any property or asset of the Company damaged or lost while in your possession.
24. **Intellectual Property:** Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trademarks, service marks, designs, copyrights, inventions, drawings, computer programs, know-how and rights of like nature however arising and whether registered or unregistered ("Intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

All rights and obligations under this paragraph in respect of intellectual property made or discovered by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon you.

In case of any breach of the aforesaid conditions or damage or loss of company property, the company reserves the right to claim appropriate damage from you.

25. Personal Data

- A) You shall comply with any request made or direction given by the Company in connection with the requirements of applicable data protection laws.
- B) As part of the ongoing relationship between the Company and you, the Company shall be permitted to use personal data provided by you or acquired from other sources such as public registers, for bona fide purposes, including but not limited to business process execution, human resource management, credit and money laundering checks; business expansion, investigations and other strategic processes in the Company and you hereby represent, warrant and undertake that you have given your lawful consent to such procuring and processing of personal and sensitive personal information. The Company undertakes that personal and sensitive personal information shall at all times be handled in accordance with the Information Technology Act, 2000 and rules framed there under and any other applicable law relating to data protection.
- C) You hereby provide your consent to the Company to seek, retain and process as well as transfer the personal and sensitive personal information, for bonafide and legitimate purposes, to the affiliates of the Company, within or outside India; any person to whom the Company is compelled or required to do so under law or in response to a competent or government agency; any person where public interest or the interests of the Company require disclosure; any agent or third party service provider, within or outside India, who provides administrative, telecommunications, computer or other services to the Company; any person seeking employment references; pension or insurance companies with whom the Company has arranged benefits coverage for you; and such sub-contractors or third party service or product providers as the Company may determine to be necessary or appropriate.

26. Compliance Rules: You shall be subject to compliance rules as determined by the Company from time to time or as may be imposed by any regulatory body. It is your responsibility to ensure that you are aware of the compliance rules in force from time to time and that you adhere to them. From time to time the Company may require that you sign undertakings that you will abide by the then existing rules and regulations.

27. Maternity Benefit: Women employees will be entitled to the benefits under the Maternity Benefit (Amendment) Act, 2017 ("Act"). Kindly refer to the company's Policy Manual and Employee Handbook for further details. The benefits under the Act are subject to the amendments from time to time.

28. Pre Employment/ Employment conditions: This offer of employment is valid till **March 9, 2023** and is conditional on:

- You're successfully clearing the "Pre Employment Medical Examination" which you are required to undergo, where applicable.
- The receipt of references, which are satisfactory to us.
- Successful completion of background verification, including but not limited to, proof of educational and professional qualifications, employment history and proof of identity, criminal antecedents which are satisfactory to us.

In the event of your background verification report being unsatisfactory to the Company, the Company reserves its right to revoke your offer of employment or to terminate your employment without any compensation or notice thereof, in the event of you having commenced your employment with the Company receiving your background verification report.

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- B) As part of the ongoing relationship between the Company and you, the Company shall be permitted to use personal data provided by you or acquired from other sources such as public registers, for bona fide purposes, including but not limited to business process execution, human resource management, credit and money laundering checks; business expansion, investigations and other strategic processes in the Company and you hereby represent, warrant and undertake that you have given your lawful consent to such procuring and processing of personal and sensitive personal information. The Company undertakes that personal and sensitive personal information shall at all times be handled in accordance with the Information Technology Act, 2000 and rules framed there under and any other applicable law relating to data protection.
- C) You hereby provide your consent to the Company to seek, retain and process as well as transfer the personal and sensitive personal information, for bonafide and legitimate purposes, to the affiliates of the Company, within or outside India; any person to whom the Company is compelled or required to do so under law or in response to a competent or government agency; any person where public interest or the interests of the Company require disclosure; any agent or third party service provider, within or outside India, who provides administrative, telecommunications, computer or other services to the Company; any person seeking employment references; pension or insurance companies with whom the Company has arranged benefits coverage for you; and such sub-contractors or third party service or product providers as the Company may determine to be necessary or appropriate.

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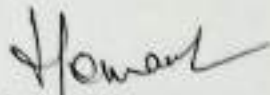
In the event of your background verification report being unsatisfactory to the Company, the Company reserves its right to revoke your offer of employment or to terminate your employment without any compensation or notice thereof, in the event of you having commenced your employment with the Company receiving your background verification report.

29. Governing Law: This letter of appointment shall be construed and enforced in accordance with the laws of India and the Courts at New Delhi shall have exclusive jurisdiction.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

Kindly return the attached copy of this letter within five days from the date of receipt, duly signed by you, in acceptance of the terms and conditions set out.

For, Aviva Life Insurance Company India Ltd



Authorized Signatory

I accept the above terms and conditions

Signature:

Name:

Date:

COMPENSATION STRUCTURE - 2022-2023			
Total fixed cost (TFC)	Maximum amounts (in Rs.)/ Limits	Detailed description of the components of the compensation structure	Amount (in Rs.)
Basic	25% of Total Fixed Cost	This amount is paid to the employee along with the monthly payroll and is fully taxable.	75,000
Provident Fund	12% of annual basic salary	The Employees Provident Fund Scheme is administered externally by the Regional Provident Fund Commissioner (RPFC). The scheme entails contribution by both the employee and employer which is deposited in the provident fund and pension fund accounts maintained by the RPFC.	21,600
Gratuity	4.8075% of annual basic salary	For every completed year of service or part thereof in excess of six months, the employee will provide for gratuity for the employee at the rate of fifteen days of basic salary. Gratuity shall be payable at the termination of employment after completion of a minimum of five years of continuous service and the payout will be based on the employee's last drawn basic salary.	3,600
ESIC	Not Applicable	Not Applicable	0
TOTAL (A)			100,200
Benefits and perks			
Health insurance	Premium amount (2022-2023)	The Company provides health insurance from Oriental Insurance Co. Ltd to employees and their nominated family members (spouse, 2 children) up to a maximum of three nominees. As per the scheme, an annual 'family floater' cover up to a maximum of Rs. 5,00,000 per family for all diseases. The claims are subject to an overall cover of Rs. 5,00,000 and can be utilised either by one member or by all dependent during a given financial year. Please note that the premium rates are subject to change at the time of subsequent renewals.	12,300
Group life insurance	Premium amount (2022-2023)	The Aviva Group Life Insurance Scheme is a one year renewable group term insurance purchased from the Company for the employee. Aviva Life Insurance Company India Ltd. is the master policyholder and all permanent employees of the Company are the members of this scheme. The risk benefits under the scheme include Death cover.**	2,100
TOTAL (B)			14,400
Flexible compensation plan C = TFC (A+B) (Break-Up)			
Company Car Allowance	Not Applicable	Not Applicable	0
Fuel and Maintenance Cost*	Not Applicable	Not Applicable	0
Car Maintenance	Not Applicable	Not Applicable	0
Driver Salary	Not Applicable	Not Applicable	0
Meal Pass	Not Applicable	Not Applicable	0
Gift Pass	Not Applicable	Not Applicable	0
House Rent Allowance/Company Leased Accommodation	House rent allowance/ Company leased accommodation - limited to 50% of basic salary.	House rent allowance: This is paid on a monthly basis along with the salary. Tax-concession on HRA is provided, subject to submission of appropriate rent receipts and in accordance with prevailing IT regulations. Company leased accommodation (Applicable from band D2 and above): The Company will, in the alternative, be prepared to consider taking residential premises on a lease based on a standard lease agreement. Such arrangements typically involve a deposit to be made by the Company (on behalf of the employee) and the terms for the same are outlined in Company lease policy. Perquisite value on Company leased accommodation will be paid by the employee, in accordance with the prevailing tax laws in India.	37,500
Professional Development Fee	Not Applicable	Not Applicable	0
Leave Travel Allowance	Not Applicable	Not Applicable	0
Broad Band Reimbursement	Not Applicable	Not Applicable	0
Gadgets Reimbursement	Rs. 100,000 per annum	Those who are opting for Gadgets Reimbursement, they can claim the amount by submitting the required documents and bills on monthly basis.	0
Furnishing Reimbursement	Rs. 50,000 per annum	Those who are opting for Furnishing Reimbursement, they can claim the amount by submitting the required documents and bills on monthly basis.	0
Supplementary Allowance	No maximum limit	Special allowance is arrived at after deduction of amounts towards HRA/ CLA, employee's Flexible Compensation Plan. The same is payable along with the monthly payroll and is fully taxable.	147,892
TOTAL (C)			185,392
TOTAL FIXED COST (A+B+C)			300,000

The unclaimed reimbursement amount will pay to employee at the end of the financial year, post appropriate tax deductions.

* Please note that your sum insured for AGLS for the financial year 2022-2023 is INR

1,000,000

Ref. Offer-North/Feb/22-23/PPM/Partner/ Chandigarh/3393

February 17, 2023

Amrteshwar Kaur

C/o Inder Mohan Singh, # 641, Sector 94, JLPL Mohali, Landran, SAS Nagar, Mohali, Punjab -140307

Dear Amrteshwar Kaur,

We are pleased to offer you the position of **Principal Partnership Manager –Partner in band "C2"** on the following terms and conditions:

1. **Role:** You will be responsible for achieving and exceeding sales targets. Further, the Company may review your role and responsibilities from time to time. Additional details of your role and expected outputs will be provided to you on your joining the Company.
2. **Date of Joining:** Your appointment will be effective **February 22, 2023** or any other date mutually agreed upon in writing.
3. **Location:** Your current place of work is **Chandigarh**. Your place of work may be changed to any other location within India, as directed by the Company from time to time.
4. **Reporting:** You will report to the **Branch Head** or any other designate person as specified by the Company from time to time.
5. **Remuneration:** Your annual compensation package on a total fixed cost basis is **Rs. 400000/- (Rupees Four Lakh Only)**. This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts.
 - **Annexure B (Flexible Compensation Plan):** provides you with the option of structuring your compensation to meet your individual requirements, within pre-defined guidelines, as applicable for your level. You will be allowed to exercise this option online, and the same will be valid for the financial year.
6. **Sales Incentive:** In addition to the designate remuneration and benefits you will be eligible for sales incentive, on commencement of business; this incentive will be governed by the terms and conditions of the Sales Incentive scheme, details of which will be shared separately. The Company reserves the right to amend the scheme from time to time. The Company can also discontinue and/ or change the level and terms of the designate sales incentive scheme. You shall not be entitled to an incentive (whether or not any incentive has been declared) if your employment terminates, or if notice of termination of your employment is served by the Company or you, before the incentive is paid. All incentive payouts will be governed by the prevailing guidelines and policies of the Company and can be modified from time to time.
7. **Obligation for Tax:** Any amount payable by the Company to you towards compensation, allowances and/ or any other payment shall be subject to deduction of withholding taxes and/ or any other taxes under applicable law. All requirements under the applicable tax laws in India and outside India, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you. The Company will meet any Indian tax charge on benefits unless otherwise stated.



8. **Hours of Work:** The actual hours, which you will be required to work, will be agreed between your Manager and you from time to time. You may be required to work any additional hours and or work in shifts, as necessary for the effective performance of your role, at the discretion of the Company.
9. **Age of Retirement:** Your age of retirement will be 60 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 60 years.
10. **Whole Time and Attention:** During your employment with the Company you shall devote your best efforts to promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and shall not without prior written consent of the Company (and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.
11. **Training:** During your employment with the Company you may be nominated for participating in specialized training and developments programs (**Training Programs**) on which the Company will be meeting significant expenditure which includes but is not limited to all cost incurred by the Company towards passport/ visa application, airfare, lodging, allowances, training, etc. (**Training Cost**). You hereby acknowledge that the Training Cost will be substantial and significant in monetary terms, and considering that you shall be gaining substantially by way of improving the knowledge base, competence and marketability of your technical skills at the cost of the Company, it will be fair and reasonable on the part of the Company to expect a return on the training expenditure incurred on you. In such a case, in the event you decide to leave the employment of the Company within one (1) year from the date of successful completion of Training Programs or in the event of your unauthorized absence, either during the training period or prior to completion of such period, you hereby agree to pay to the Company the entire Training Cost and all associated costs. Further, in the event you decide to leave the employment of the Company at any time after completion of one (1) year but before completion of two (2) years from the date of successful completion of Training Programs, you hereby agree to pay to the Company fifty percent (50%) of the Training Cost and all associated costs.
12. **Leave:** In addition to public holidays observed by the Company, you shall also be entitled to thirty days of paid vacation for each calendar year (January to December), prorated from your date of joining. For every completed year of service you will be allowed to carry forward a maximum of twelve days, prorated from your date of joining, to the next calendar year. Further, there are other leave entitlements, including My leave, details of which will be made available at the time of joining. These are governed by the Company's leave policy, as applicable and can be modified from time to time.
13. **Compensation Review:** The Company reviews compensation levels for **Principal Partnership Manager** upon goal sheet achievement. Reviews are based on various parameters, including but not limited to, performance of the Company, the individual, industry benchmarks and affordability. Hence automatic salary increases are not guaranteed. Participation in the review exercise will be determined by the designate policy and can be reviewed by the Company from time to time.
14. **Probation:** Initially the appointment shall be for a probationary period as per Aviva Career Escalation Policy. Thereafter, if your services are found satisfactory, you shall be issued a letter of confirmation. Your probationary period can also be extended at the discretion of the company. You shall be deemed to be on probation till the Company gives you a written notice of confirmation.
15. **Relocation and Traveling:** Your Services are liable to be transferred throughout India or abroad as per the requirement of the Company. You may be required to travel throughout India or abroad, in discharge of your duties towards the company. Your entitlement with respect to the same shall be governed by the prevailing policy of the company to that effect.

16. Termination:

A) During Probation: During your probation period you may terminate this appointment by giving **30 days** notice thereof in writing. The company may terminate this appointment by giving **30 days**, starting from the date of receipt of notice by you, in writing or paying to you the equivalent of the Total Fixed Cost (TFC) amount in lieu thereof without assigning any reason thereof. Any adjustments to be made in lieu of the notice period at the time of exit (such as notice pay) shall be the sole discretion of the Company and would thereof need prior approval of your Manager / Head People Function, as applicable and as governed by the prevailing exit policy of the Company.

B) Post Confirmation: On confirmation of your services, this appointment may be terminated by you by giving **30 days** notice thereof in writing. The company may terminate this appointment by giving **30 days**, starting from the date of receipt of notice by you, in writing or paying to you the equivalent of the Total Fixed Cost (TFC) amount in lieu thereof without assigning any reason thereof. Any adjustments to be made in lieu of the notice period at the time of exit (such as notice pay) shall be the sole discretion of the Company and would thereof need prior approval of your Manager / Head People Function, as applicable and as governed by the prevailing exit policy of the Company.

C) Breach of Contract: Notwithstanding anything herein, the Company reserves the right to terminate this appointment and your service without any compensation, payment of gratuity or notice thereof, if you are found to have engaged in breach of your responsibilities code of conduct or the terms hereof; (i) any act of misconduct or negligence in the discharge of your duties or in the conduct of the Company's business; (ii) any other act or omission, inconsistent with your duties or the Company Policy; (iii) unauthorized absence beyond a period of seven (7) days, and / or, (iv) or in the event you fail to achieve the prescribed targets/goals set by the Company.

17. Confidentiality: You shall not during the course of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company.

You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval of the Company in writing.

18. Disclosure: You shall disclose to the Company all your business interests, whether or not they are similar to or in conflict with the business (es) or activities of the Company, and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company and you.

Further, you shall, at the time of joining the employment or during the course of employment, also disclose to the Company information about your immediate family members who has or proposed to have any kind of business or employer-employee relationship with the Company.

19. Illegal Gratification, Bribery and Corruption: You shall not during the course of your employment with the Company give/ accept or promise to give/ accept any money or gift or any unlawful payment to/ from any employee/ official of the Company; or to a public official; or to a political candidate, party or party official; or to any private sector employee (including a person who directs or works for a private sector enterprise in any capacity) to perform or expedite his/ her performance of the duties which he is already bound to perform under law or to obtain, retain, direct business or to secure any other advantage in the conduct of business of the Company, nor you shall exert or utilize any unlawful influence to solicit or

secure any business or services for the Company through a promise to pay/ accept a commission, percentage, brokerage or contingent fee.

The Company reserves the right to terminate your service without any compensation, payment of gratuity or notice thereof, if you are found to be in breach of this clause without prejudice to the Company's rights to initiate legal proceedings against you.

20. **Public Statements:** You shall not during the course of your employment with the Company or any time thereafter make or cause to be made in any press release, public papers, journals, pamphlets, leaflets or electronic media like blogs, emails, internet etc., any derogatory, defamatory, threatening, or other unlawful or inappropriate or unsubstantiated statements against the Company or its officers, directors, employees or agents in any manner likely to be harmful to it or them or its or their business, business reputation or personal reputation.
21. **Company Policies:** You will be governed by the Company's policies. The Company reserves the right to amend the policies from time to time.
22. **Post termination Agreements (Non-solicitation):** You agree that you will not for a period of twenty four (24) months after the termination of your employment, without the prior written consent of the Company, either alone or jointly with or on behalf of any person, directly or indirectly, in connection with the carrying on of any business in competition with the Company, canvass, solicit or approach for orders, in respect of any services provided and/or goods sold by the Company or any other Group Company, any person with whom or which you have had dealings during the course of employment as a customer or client of the Company, or any other Group Company. Nor shall you solicit, procure employment for or otherwise entice away from the Company (or any Aviva plc. Company) any individual employed by the Company (or Aviva plc. Company) and who was so employed by the Company (and / or any Aviva plc. Company) at the date of your termination of your employment and with whom you had material contact by virtue of your employment in the Company.
23. **Return of Company Property:** You shall promptly upon request by the Company and in any event upon the completion of your employment deliver to the Company all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items. The Company reserves the right to seek compensation for any property or asset of the Company damaged or lost while in your possession.
24. **Intellectual Property:** Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trademarks, service marks, designs, copyrights, inventions, drawings, computer programs, know-how and rights of like nature however arising and whether registered or unregistered ("Intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such Intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

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- Successful completion of background verification, including but not limited to, proof of educational and professional qualifications, employment history and proof of identity, criminal antecedents which are satisfactory to us.

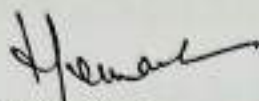
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We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

Kindly return the attached copy of this letter within five days from the date of receipt, duly signed by you, in acceptance of the terms and conditions set out.

For, Aviva Life Insurance Company India Ltd



Authorized Signatory

I accept the above terms and conditions

Signature:

Name:

Date:

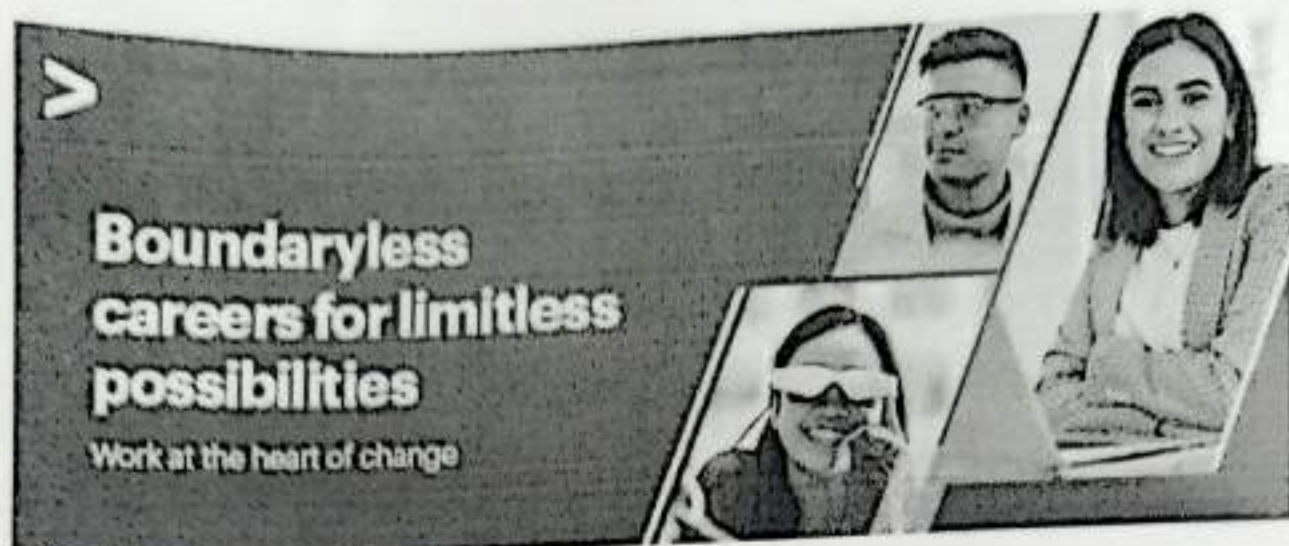
COMPENSATION STRUCTURE - 2022-2023

Total fixed cost (TFC)	Maximum amounts (in Rs.)/ Limits	Detailed description of the components of the compensation structure	Amount (in Rs.)
Basic	25% of Total Fixed Cost	This amount is paid to the employee along with the monthly payroll and is fully taxable.	100,000
Provident Fund	12% of annual basic salary	The Employees Provident Fund Scheme is administered externally by the Regional Provident Fund Commissioner (RPFC). The scheme entails contribution by both the employer and employee which is deposited in the provident fund and pension fund accounts maintained by the RPFC.	21,600
Gratuity	4.8075% of annual basic salary	For every completed year of service or part thereof in excess of six months, the employer will provide for gratuity for the employee at the rate of fifteen days of basic salary. Gratuity shall be payable at the termination of employment after completion of a minimum of five years of continuous service and the payout will be based on the employee's last drawn basic salary.	4,810
ESIC	Not Applicable	Not Applicable	0
TOTAL (A)			126,410
Benefits and perks			
Health Insurance	Premium amount (2022-2023)	The Company provides health insurance from Oriental Insurance Co. Ltd to employees and their nominated family members (spouse, 2 children) up to a maximum of three nominees. As per the scheme, an annual 'family floater' cover up to a maximum of Rs. 5,00,000 per family for all diseases. The claims are subject to an overall cover of Rs. 5,00,000 and can be utilised either by one member or by all dependant during a given financial year. Please note that the premium rates are subject to change at the time of subsequent renewals.	12,300
Group Life Insurance	Premium amount (2022-2023)	The Aviva Group Life Insurance Scheme is a one year renewable group term insurance purchased from the Company for the employee. Aviva Life Insurance Company (India) Ltd. is the master policyholder and all permanent employees of the Company are the members of this scheme. The risk benefits under the scheme include Death cover.**	2,100
TOTAL (B)			14,400
Flexible compensation plan C = TFC - (A+B) (Break-Up)			0
Company Car Allowance	Not Applicable	Not Applicable	0
Fuel and Maintenance Cost*	Not Applicable	Not Applicable	0
Car Maintenance	Not Applicable	Not Applicable	0
Driver Salary	Not Applicable	Not Applicable	0
Meal Pass	Not Applicable	Not Applicable	0
Gift Pass	Not Applicable	Not Applicable	0
House Rent Allowance/Company Leased Accommodation	House rent allowance/ Company leased accommodation - limited to 50% of basic salary.	House rent allowance: This is paid on a monthly basis along with the salary. Tax-concession on HRA is provided, subject to submission of appropriate rent receipts and in accordance with prevailing IT regulations. Company leased accommodation (Applicable from band D2 and above): The Company will in the alternative, be prepared to consider taking residential premises on a lease based on a standard lease agreement. Such arrangements typically involve a deposit to be made by the Company (on behalf of the employee) and the limits for the same are outlined in Company lease policy. Perquisite value on Company leased accommodation will be paid by the employee, in accordance with the prevailing tax laws in India.	50,000
Professional Development Fee	Not Applicable	Not Applicable	0
Leave Travel Allowance	Not Applicable	Not Applicable	0
Broad Band Reimbursement	Not Applicable	Not Applicable	0
Gadgets Reimbursement	Rs. 100,000 per annum	Those who are opting for Gadgets Reimbursement, they can claim the amount by submitted the required documents and bills on monthly basis	0
Furnishing Reimbursement	Rs. 50,000 per annum	Those who are opting for Furnishing Reimbursement, they can claim the amount by submitted the required documents and bills on monthly basis	0
Supplementary Allowance	No maximum limit	Special allowance is arrived at after deduction of amounts towards HRA/ CLA, employee's Flexible Compensation Plan. The same is payable along with the monthly payroll and is fully taxable.	209,190
TOTAL (C)			259,190
TOTAL FIXED COST (A+B+C)			400,000

The unclaimed reimbursement amount will pay to employee at the end of the financial year, post appropriate tax deductions.

* Please note that your sum insured for AGLIS for the financial year 2022-2023 is INR

1,000,000



To,

Name : Garima

Re: Important information post your clearance of the interview process during the Campus Visit.

Dear Garima Sablok,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

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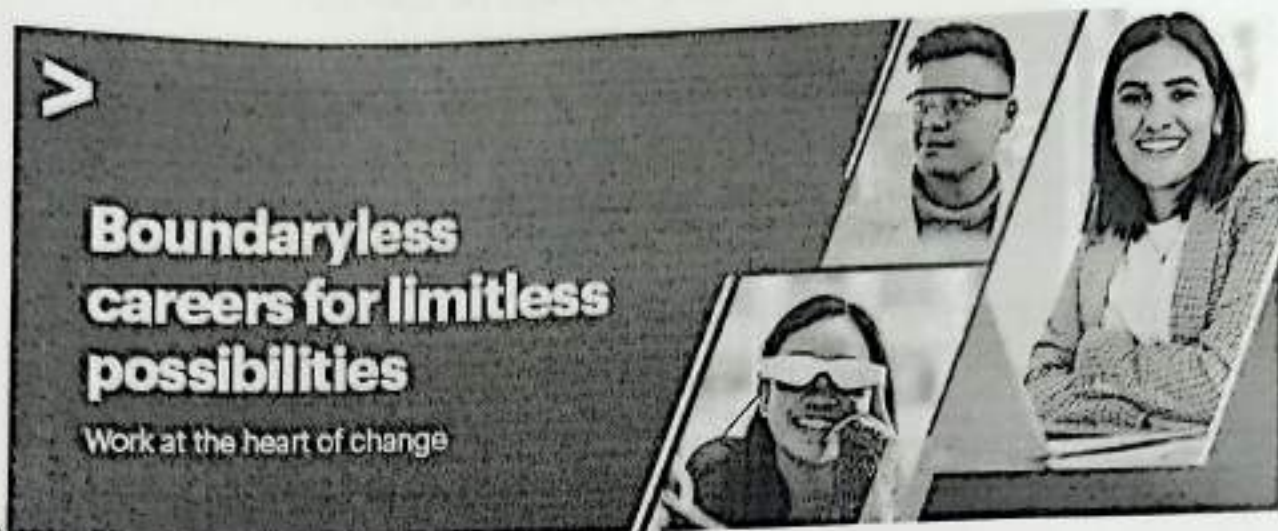
Annexure A

- Career Level - 12
- Proposed role - **System and Application Services Associate**
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- **Maximum Annual Total earning potential** - INR 3,25,500
- **Additional Notional Benefits:** Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic) - INR 5,000 /-
Notional Insurance Premium paid by Company - INR 11,300 /-
- **Annual Total earning potential + Additional Notional Benefits** - INR 3,41,800/-

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

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To,

Name : Manisha Gulati

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Manisha Gulati,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

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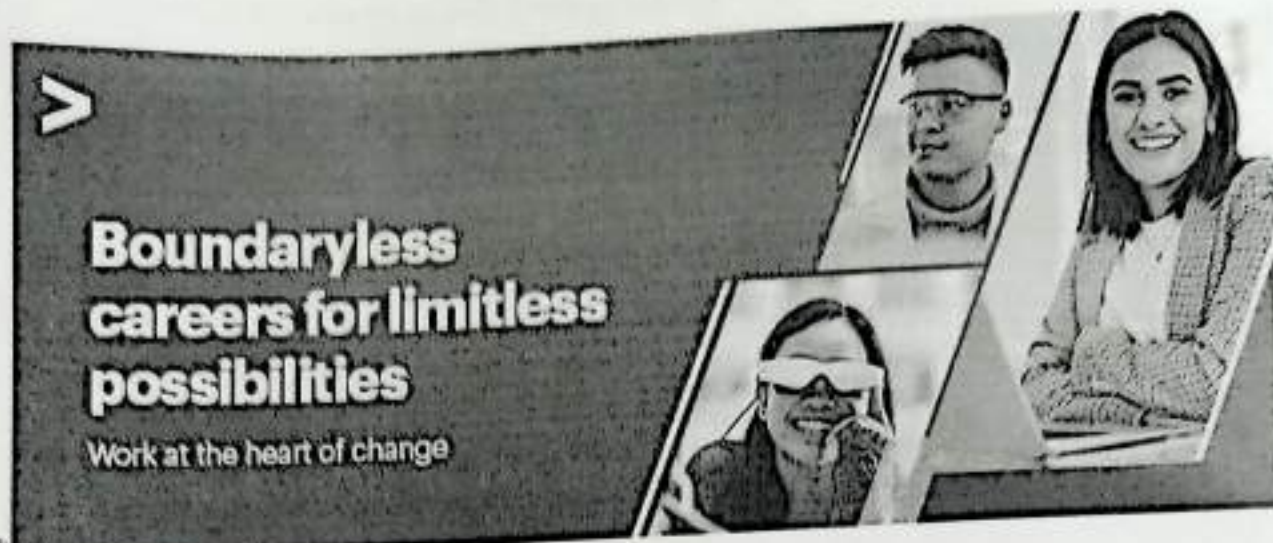
Annexure A

- Career Level - 12
- Proposed role - **System and Application Services Associate**
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To,

Name : Kritika Mittal

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Kritika Mittal,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

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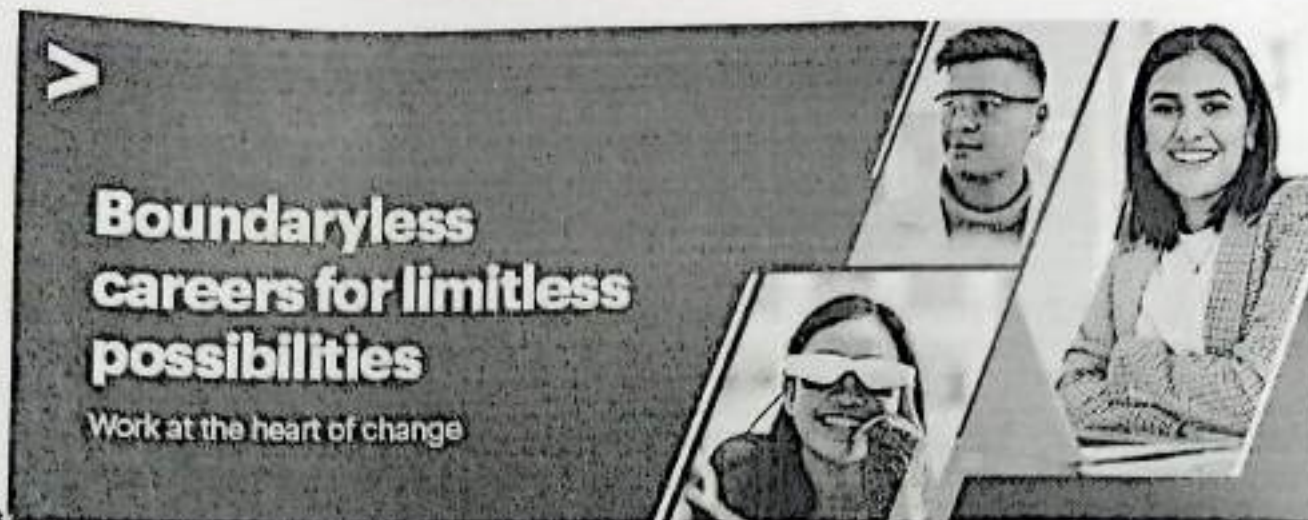
Annexure A

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- Proposed role - **System and Application Services Associate**
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To,

Name : Diya Mahajan

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Diya Mahajan,

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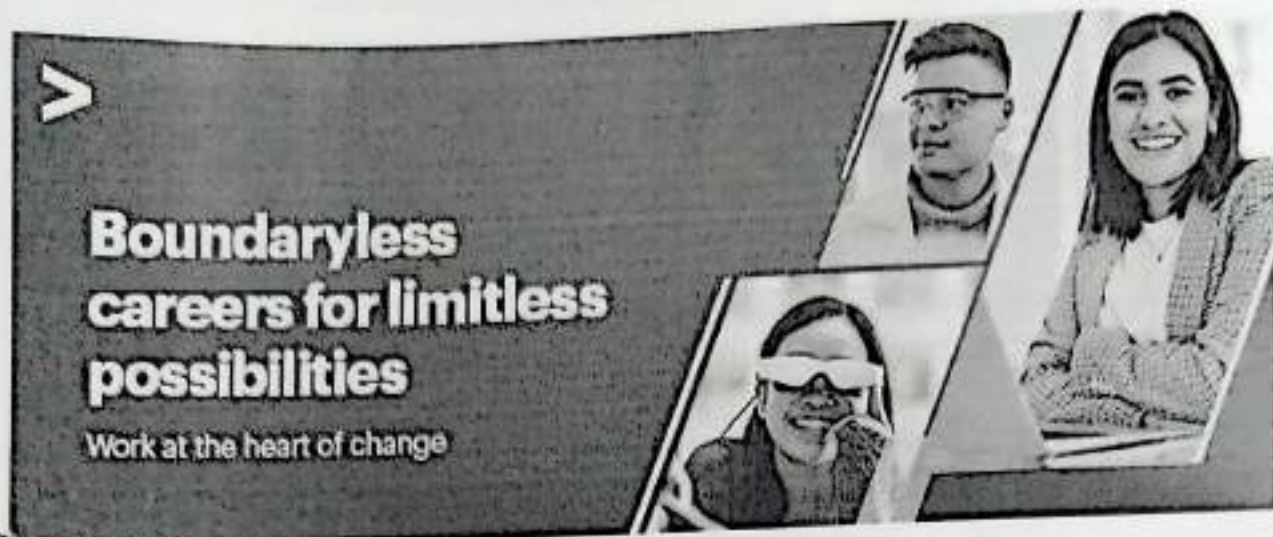
Annexure A

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To,

Name : Anjali Dhand

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Anjali Dhand,

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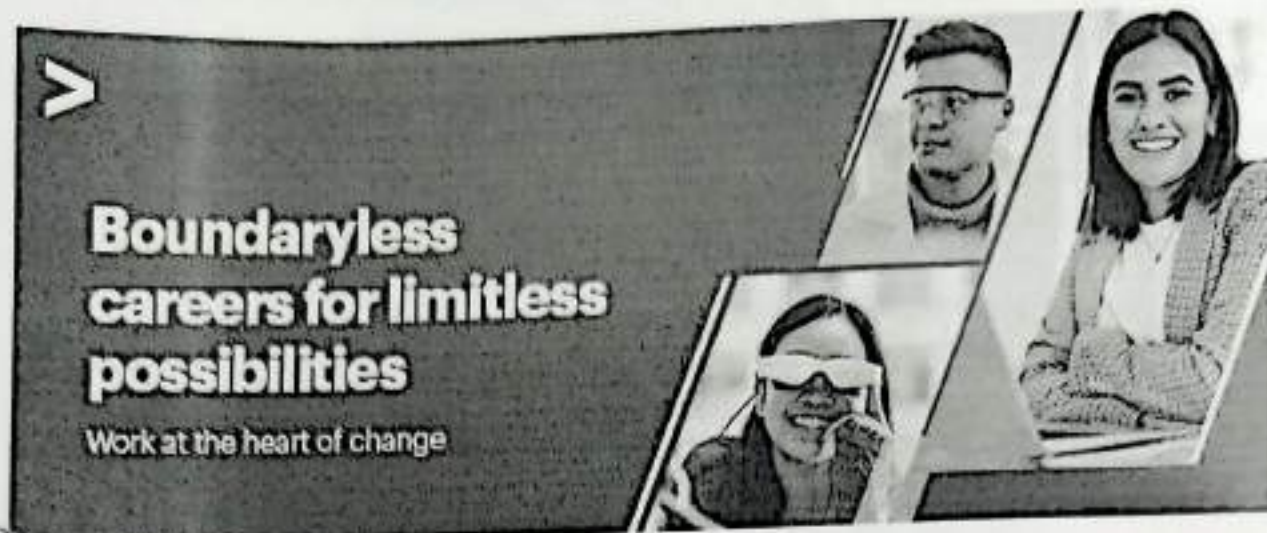
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To,

Name : Ikreet Kaur

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Ikreet Kaur,

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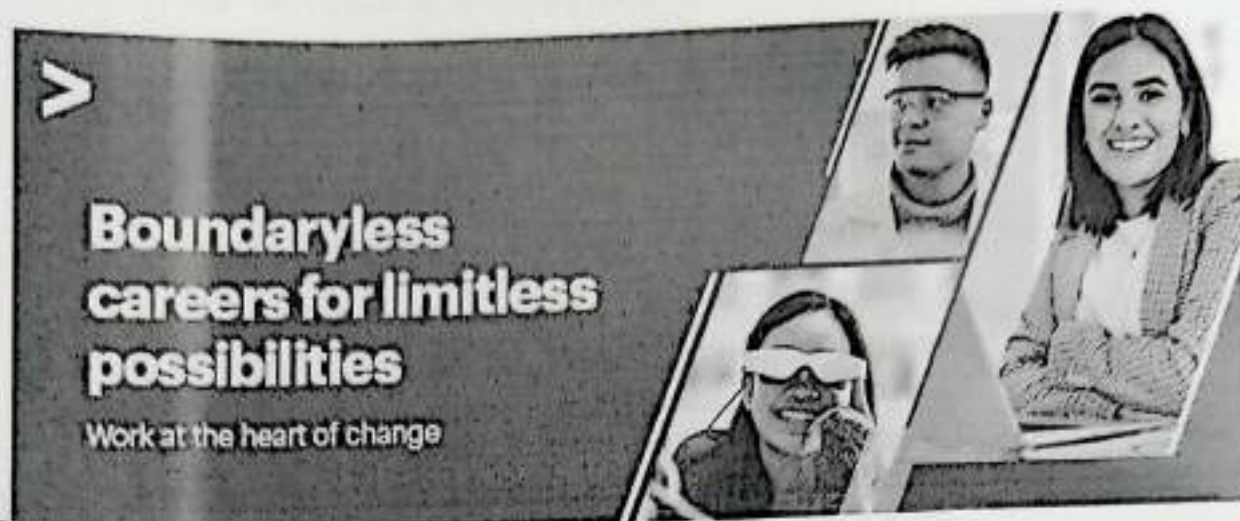
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To,

Name : Maanvi Bhatia

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Maanvi Bhatia,

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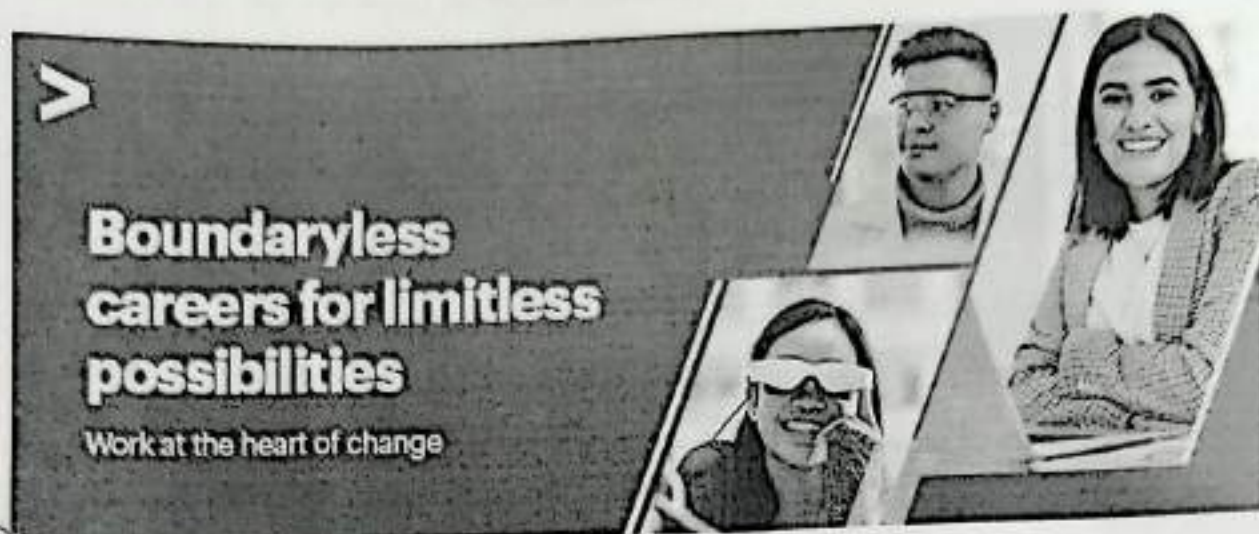
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- Proposed role - **System and Application Services Associate**
- **Annual fixed compensation** for the fiscal will be **INR 3,00,000**; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- **Local Variable Bonus** - At your career level, the maximum annual target variable pay-out is estimated as INR 25,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- **Maximum Annual Total earning potential - INR 3,25,500**
- **Additional Notional Benefits: Gratuity** for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic) - **INR 5,000 /-**
Notional Insurance Premium paid by Company - **INR 11,300 /-**
- **Annual Total earning potential + Additional Notional Benefits - INR 3,41,800/-**

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter

"This is an electronically generated document does not require signatures"



To,

Name : Yashvi Birwal

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Yashvi Birwal,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** -Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process as well as using any unethical, unauthorized or wrongful/unfair means during any assessments or during the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked with immediate effect.

- **Information on Accenture's Fundamental Skill Primers - Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes an online learning program – Fundamental Skill Primers. We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The learning module of this program is typically made available to potential new joiners to give them a reasonable time to learn at their pace and comfort.

- After completing the Fundamentals Skill Primers Learning the potential new joiner will need to go through the Fundamental Skill Primers assessment
- After a new joiner has completed the Fundamental Skill Primers Program; they will need to undergo further Accenture stream specific trainings and assessments.

Each of such assessments including Primer assessment will add towards the final score. A min. of 60% will needed to be scored for successful clearance. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning program.

If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

By completing 100% of Fundamental Skill Primers online modules before the Fundamental Skill Primers assessment and scoring 75% or above in the Fundamental Skill Primers assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of Information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

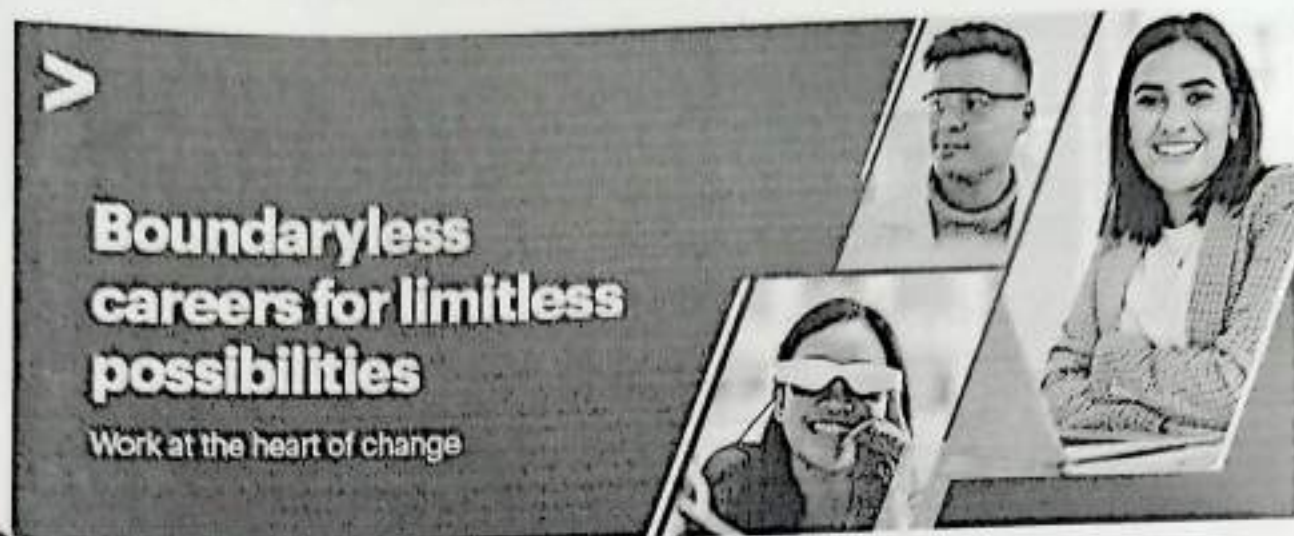
Annexure A

- Career Level - 12
- Proposed role - **System and Application Services Associate**
- **Annual fixed compensation** for the fiscal will be **INR 3,00,000**; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- **Local Variable Bonus** - At your career level, the maximum annual target variable pay-out is estimated as **INR 25,500**. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
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Notional Insurance Premium paid by Company – **INR 11,300 /-**
- **Annual Total earning potential + Additional Notional Benefits – INR 3,41,800/-**

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

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"This is an electronically generated document does not require signatures"



To,

Name : Sakshi Handoo

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Sakshi Handoo,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** -Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process as well as using any unethical, unauthorized or wrongful/unfair means during any assessments or during the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked with immediate effect.

- **Information on Accenture's Fundamental Skill Primers - Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes an online learning program – Fundamental Skill Primers. We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The learning module of this program is typically made available to potential new joiners to give them a reasonable time to learn at their pace and comfort.

- After completing the Fundamentals Skill Primers Learning the potential new joiner will need to go through the Fundamental Skill Primers assessment
- After a new joiner has completed the Fundamental Skill Primers Program; they will need to undergo further Accenture stream specific trainings and assessments.

Each of such assessments including Primer assessment will add towards the final score. A min. of 60% will needed to be scored for successful clearance. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning program.

If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

By completing 100% of Fundamental Skill Primers online modules before the Fundamental Skill Primers assessment and scoring 75% or above in the Fundamental Skill Primers assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

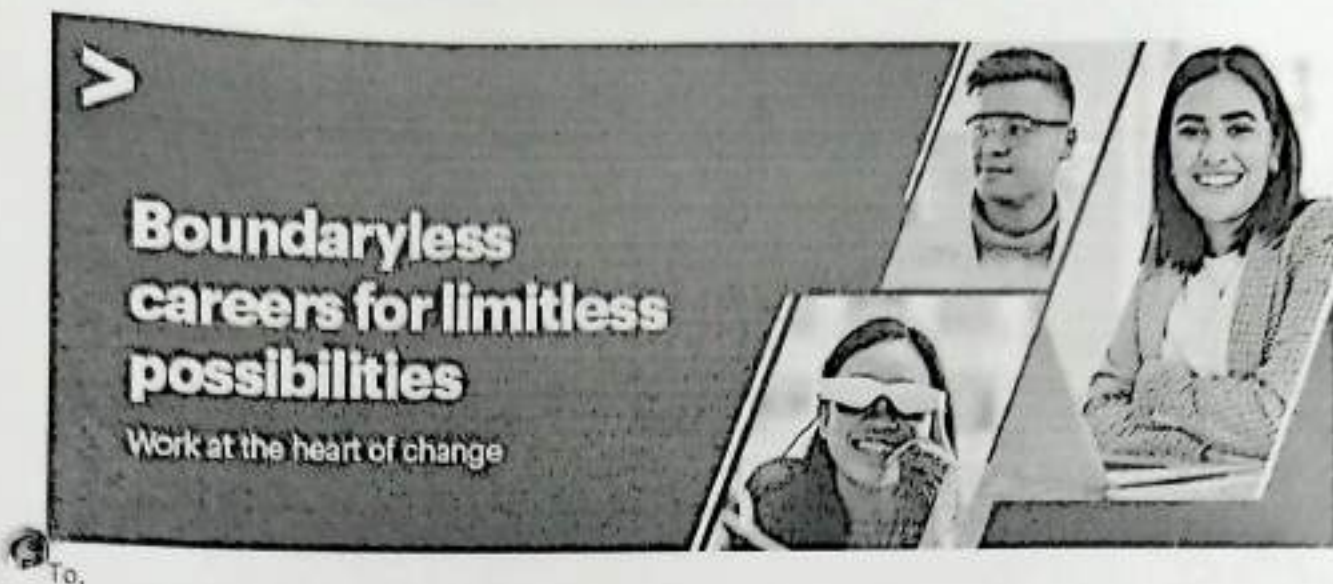
Annexure A

- Career Level - 12
- Proposed role - **System and Application Services Associate**
- **Annual fixed compensation** for the fiscal will be **INR 3,00,000**; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
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Notional Insurance Premium paid by Company – **INR 11,300 /-**
- **Annual Total earning potential + Additional Notional Benefits – INR 3,41,800/-**

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

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"This is an electronically generated document does not require signatures"



To,

Name : Harshita Arora

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Harshita Arora,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

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We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

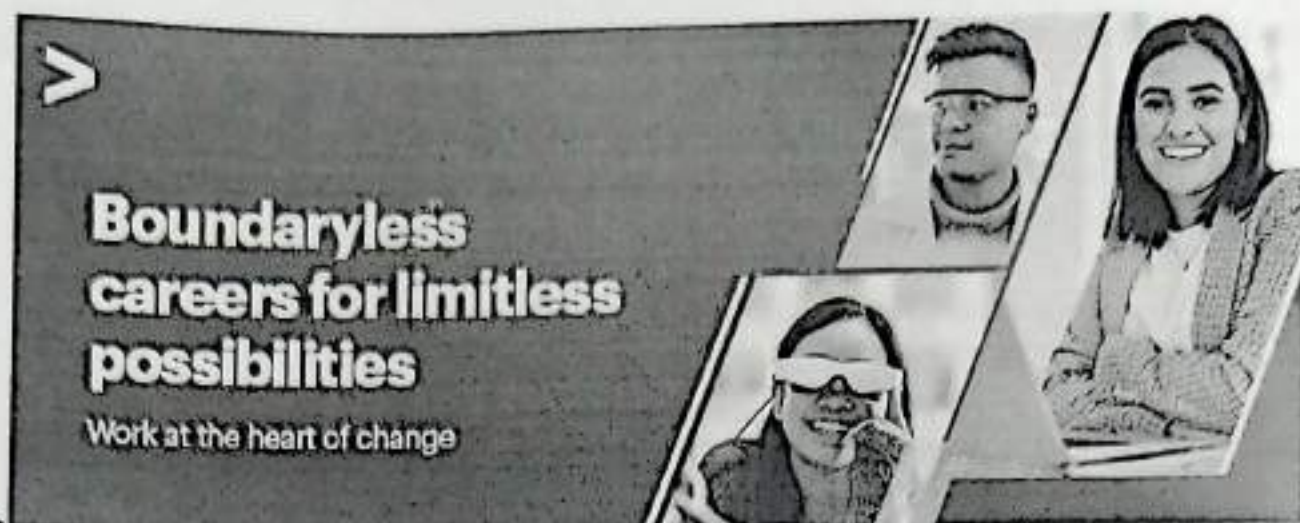
Annexure A

- Career Level - 12
- Proposed role - **System and Application Services Associate**
- **Annual fixed compensation** for the fiscal will be **INR 3,00,000**; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
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- **Maximum Annual Total earning potential – INR 3,25,500**
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Notional Insurance Premium paid by Company – **INR 11,300 /-**
- **Annual Total earning potential + Additional Notional Benefits – INR 3,41,800/-**

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter

"This is an electronically generated document does not require signatures"



To,

Name : Simranpreet Kaur

Re: Important Information post your clearance of the interview process during the Campus Visit

Dear Simranpreet Kaur,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.

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If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

By completing 100% of Fundamental Skill Primers online modules before the Fundamental Skill Primers assessment and scoring 75% or above in the Fundamental Skill Primers assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - **System and Application Services Associate**
- **Annual fixed compensation** for the fiscal will be **INR 3,00,000**; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
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Notional Insurance Premium paid by Company – **INR 11,300 /-**
- **Annual Total earning potential + Additional Notional Benefits – INR 3,41,800/-**


You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

Please note, the above is Informative and not exhaustive, specific details will be in the Offer Letter

"This is an electronically generated document does not require signatures"

9:30



**Congratulations! You have been
selected to be part of
Accenture!**  **Inbox**



donotreply.indiacampus 6 Mar
to me



**Boundaryless
careers for limitless
possibilities**

Work at the heart of change



See you soon at Accenture!

Dear Disha Prohl,

You've made it! Congratulations on successfully completing our hiring process.

We are glad to extend our Letter of Intent (LOI) to confirm your selection. You must accept our LOI within 5 days, if not we will consider your withdrawal from our process.

Steps to follow for accepting LOI:

- Login to the portal with the Link and Credential provided in the User Credential mail received with this mail.
- You will be redirected to the Dashboard Page.
- Click on the My Task tab on the top.
- Select the Task assigned.
- Download and read the Letter of Intent for no confusion.
- Select the check box and click on submit button for accepting the Letter of Intent.

For any queries you can login to the below link and go to Help section - choose appropriate category to raise your queries.

Link: <https://indiacampus.accenture.com/xyz/accenture/india>

Your journey to the world of Accenture has just begun. See you soon!

Regards,
Recruitment Team
Accenture in India

10:35 PM



Congratulations! You
have been selected to be ☆
part of Accenture! Inbox



donotreply.indi... 6 Mar
to me ▾



See you soon at Accenture!



Dear Vridhi Jain,

You've made it! Congratulations on successfully completing our hiring process.

We are glad to extend our Letter of Intent (LOI) to confirm your selection. **You must accept our LOI within 5 days**, if not we will consider your withdrawal from our process.

Steps to follow for accepting LOI:

- Login to the portal with the Link and Credential provided in the User Credential mail received with this mail.
- You will be redirected to the Dashboard Page.
- Click on the My Task tab on the top.





Boundaryless careers for limitless possibilities

Work at the heart of change



Name : Gaurima

Re: Important information post your clearance of the interview process during the Campus Visit

Dear Gaurima,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.

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Fwd: Campus Hiring 2023: PVH Arvind Fashion

1 message

Mon, 27 Mar 2023 at 12:14 pm

Shabnam Thind <shabnamthind.st@gmail.com>
To: Vishakhagaang@gmail.com

Forwarded message

From: Ms. Bhavna Tiwari <bhavnatwari@mcmdavwchd.in>
Date: Friday, 24 March 2023
Subject: Fwd: Campus Hiring 2023: PVH Arvind Fashion
To: shabnamthind.st@gmail.com

Sent from my iPhone

Begin forwarded message:

From: Mcm Placements <mcm36placements@gmail.com>
Date: 27 February 2023 at 9:06:45 PM IST
To: bhavnatwari@mcmdavwchd.in, ekta_079@yahoo.co.in
Subject: Fwd: Campus Hiring 2023: PVH Arvind Fashion

Forwarded message

From: Simerdeep Kaur <simerdeep.kaur@th-india.com>
Date: Fri, Feb 24, 2023, 22:12
Subject: RE: Campus Hiring 2023: PVH Arvind Fashion
To: Mcm Placements <mcm36placements@gmail.com>
Cc: neha pandeya <dmehapandeya@gmail.com>

Dear Mam,

MCM Chandigarh,

Greetings from PVH Arvind Fashion Pvt. Ltd.

Below are the details of the selected students. They can reach out to Mr. Bharat Rishi (+91 9958026978)/ Simerdeep Kaur (+91 8146333095) for any further query.

Kindly ensure the students have their Adhaar & Pan Card ready (carrying the same name in both the documents).

The candidate must also have an individual bank account on their names.

Sr. No.	Zone	Name of the Candidate	Gender	Mob. No.	Course	Designation	Salary (In Hand)	Store Location
1	North	Janvi Malhotra	Female	9389155108	B. Econ	CRO	23/20k	Delhi/ Dehradun
2	North	Khushboo Khurana	Female	9855884772	BBA	CRO	23k	Delhi/ NCR
3	North	Soniya Mathur	Female	7696042599	BBA	CRO	23k	Delhi/ NCR
4	North	Vanshika Jaiswal	Female	7906064210	BA	CRO	23/20k	Delhi/ Dehradun
5	North	Neha Singla	Female	9878527920	BBA	CRO	23k	Delhi/ NCR

6	North	Saloni Tayal	Female	8283932341	M.Com	CRO	22k/24k	Patiala/Chd
7	North	Jahnavi Soni	Female	8445567733	M.Com	CRO	24k/22k	Chd/ Dehradun
8	North	Khushpreet Kaur	Female	7986083550	B.Com Hons	Intern	20k	Chandigarh
9	North	Vanshika Sharma	Female	7015505414	BBA	CRO	23k	Delhi/ NCR
10	North	Bhavya Sobti	Female	7689828970	M.Com	intern	22k	Chandigarh
11	North	Aekriti Joshi	Female	9356780800	B. Com	intern	20k	Delhi/ NCR
12	North	Anjali Dhand	Female	9501684980	B. Com	CRO	22k	Chandigarh
13	North	Bhavya	Female	9813968871	B. Econ Hons	CRO	22k	Chandigarh
14	North	Harmandeep Kaur	Female	9478841965	B.Com Hons	CRO	20k/22k	Patiala/Chd
15	North	Jashoor Kaur	Female	6239486577	BA	CRO	20k	Ludhiana
16	North	Harshita Arora	Female	9872024823	B.Com	CRO	22k	Chandigarh
17	North	Sehar Khursheed	Female	7006907030	BBA	CRO	23k	Delhi/ NCR
18	North	Priyanshi Rana	Female	8091016430	B.Com	CRO	22k	Chandigarh
19	North	Babita Kumari	Female	6284132895	B.com Hons	CRO	22k	Chandigarh

Requesting you to kindly block their placements with us and help us ensure their on-time joining.

Regards

Simerdeep Kaur

From: Simerdeep Kaur [mailto:simerdeep.kaur@th-india.com]
 Sent: 09 February 2023 12:20
 To: 'Mcm Placements' <mcm36placements@gmail.com>
 Cc: 'neha pandeya' <drnehapandeya@gmail.com>
 Subject: RE: Campus Hiring 2023: PVH Arvind Fashion

Dear Ma'am,

MCM, Chandigarh

Greetings from PVH Arvind Fashion Pvt Ltd.

We would like to confirm the campus recruitment drive.

Date- 10th Feb 2023, Friday

Time- 9:30 A.M

TH & CK Representative- Bharat Rishi, Simerdeep Kaur, Arjit Singh

Dress Code- Casual Wear

Regards

Simerdeep Kaur

From: Mcm Placements [mailto:mcm36placements@gmail.com]

Sent: 05 February 2023 01:55

To: Simerdeep Kaur <simerdeep.kaur@th-india.com>

Cc: neha pandeya <drnehapandeya@gmail.com>

Subject: Re: Campus Hiring 2023: PVH Arvind Fashion

Hi Simerdeep,

We confirm 10th Feb 2023 as the date of the drive from 9.00- 2.00 pm. Dr. Neha Pandeya (9915007660) will be coordinating the drive

You are requested to send us details about the recruitment process (with tentative time would be taken) as well as expected visiting team members with their details.

Regards,

Dr. Mamta Rathi,

Placement Convener,

Mcmdav College for Women,

Chandigarh

9815104499

www.mcmdavcw-chd.edu

<https://www.facebook.com/MCM-DAV-College-for-Women-Placement-Cell-1109704689186169/>

On Mon, Jan 30, 2023 at 10:50 PM Simerdeep Kaur <simerdeep.kaur@th-india.com> wrote:

Hi Mam,

Confirming on in hand salary, below given are the details for PAN India:

Full timers:

UG- 20k-23k (net take home)

PG- 22k to 26k (net take home)

There are additional perks along with this salary.

Interns:

Stipend- 15k to 22k per month

100

Regards

Simerdeep Kaur

From: Simerdeep Kaur [mailto:simerdeep.kaur@sh-india.com]
Sent: 31 January 2023 13:48
To: 'mcm36placements@gmail.com' <mcm36placements@gmail.com>
Subject: Campus Hiring 2023: PVH Arvind Fashion

Dear Mam,

MCM, Chandigarh

Greetings from PVH Arvind Fashion Pvt Ltd,

We're writing to initiate a campus recruitment process in your esteemed campus for the year 2023. We have started the hiring process and it would be a great pleasure to associate with your college to conduct a campus recruitment drive. As we always say, we would love to be the first one to visit your campus and meet students so as to hire as many good people as possible.

As discussed, we request you to kindly confirm the date for conducting the physical campus drive. Request you to also update us on the various courses, student pool along with their male: female ratio participating with us for the campus drive.

Since the idea is to run this process like an association between our organization & your college, we would need your help and cooperation with the correct information of students, details or any data from time to time.

Below are the details of the Job role (for vacant position):

Position:

Customer Relationship Officer (Full Time & Internship), for Pan India

Key Responsibilities:

Customer Relationship Management, Retail Sales, Managing and Nurturing Company's interactions with the customers, Proactive Stock Handling and Effective Stock Merchandising, Applying Visual Merchandising Concepts and Guidelines, Understanding Customer Behaviour and providing Instant Feedback of Customers/ Stock to the Managers/Head-Office. This position shall be based at the store and will report to the Store Manager.

Eligibility:

We recruit employees from various backgrounds and streams like Fashion, Management, Arts, Mass Communication, Hospitality, & Retail. Students who have good & pleasing personality, great communication skills and a positive attitude may be counted in!

Who we want to meet:

"Students interested to work and learn in Retail"

FULL TIME: Final year students from Under Graduate and Post Graduate courses

*"Students interested to **work and learn from Retail**"*

INTERNSHIP: We would love to meet students of 1st/2nd/3rd year batches also during our talk.

(We look forward to hire for 4 cycles during the year: Oct-Nov, Dec-Jan, May-Jun, Jul-Aug, based on the availability of students during their vacation and internship schedules.)

How we hire?

Three steps to it:

We look forward to having a brilliant association with your campus this year!

Best Regards,

Simrdeep Kaur (+91 8146333095)

PVH Arvind Fashion Pvt. Ltd.
(Calvin Klein & Tommy Hilfiger)

Selection Letter

Dear Dhanu,

We're jubilant to inform you that you've been selected in **HIKE EDUCATION PRIVATE LIMITED**

Thank you for appearing in the campus placement drive held at your institute/university. We have completed all of our interviews.

We're delighted to inform you that we would like to offer you the **Business Development Executive** position. We believe and feel confident that your strong skills will contribute to the growth of our organization

Your starting **salary annexure** is attached with this letter. Kindly be assured that the other details like **Date Of Joining & Location** will be shared with you in the **Letter Of Intent**.

Feel free to reach out to us either at hr@hikeedu.in or onboarding@hikeedu.in for any queries / suggestions or feedback.

NOTE: Your **Date of Joining** will depend upon your liberation from the university / college.

Thanks & Regards,

Human Resource Department

Hike Education Private Limited



info@hikeedu.in
www.hikeeducation.com

Plot No. 880, 1st floor
Udyog Vihar Phase 5,
Gurugram- 122016

Annexure

Dhanu

PARTICULARS	PROBATIONER	CONFIRMED
CTC (Annual)	546000	582000
BASIC	11000	12500
HRA	5500	6250
MEDICAL ALLOWANCE	1650	1875
TRANSPORT ALLOWANCE	1100	1250
SPECIAL ALLOWANCE	2750	3125
NET HOME INTAKE	22000	25000
DAILY TRAVEL REIMBURSEMENT (Rs.150/- per day * 30)	4500	4500
PERFORMANCE LINKED INCENTIVES (Payable on the basis of achievement of monthly targets)	15000	15000
MISCELLANEOUS INDUCEMENT (Payable on the basis of percentage achievement of monthly targets- min. 125%)	3000	3000
PUNCTUALITY BONUS (Payable on the basis of 100% attendance)	1000	1000
GROSS (Monthly)	45500	48500

Thanks & Regards,

Human Resource Department

Hike Education Private Limited



info@hikeedu.in
www.hikeeducation.com

Plot No. 880, 1st floor
Udyog Vihar Phase 5,
Gurugram- 122016

Good Morning Team members,
Dr. Nidhi Tanwar will be the coordinator for the drive.
I meet the Students from the student career club from the relevant classes and explain to them about the requirement.

They are required to inform their designated classes as a member of the student career club.
Please check the next mail for further details.
Dr. Nidhi PI prepare what's app group with the company's name and add the same in the notice.
Notice will be prepared by Dr. Richa under the guidance of Dr. Swati.
Dr. Nidhi verify the notice once prepared.
There will be Two registration links for the students:
First one, Placement drive registration at college end, Second one for joining the whats app group by the registered candidates.
The college registration link will be prepared by Dr. Nisha PI provide required information to Dr. Nisha Dawra.

Last date for the registration is February 15th 2023.
Dr. Bhawna from the Economics department, please make sure to display the hard copy of the notice on the Notice Board and after getting a soft copy of the signed notice, it should be updated on the website as well as the Fb page as discussed.
Dr. Bhawna from economics deptt. (from notice committee) is requested to make sure of the display of the hard-copy of notice to Notice Board in Panghat Area.
Please note the notice should be signed and circulated latest by February 13th 2023 13.00 hrs.

Coordinator of the drive is requested to contact core team members to collect template for the general guidelines.

Dr. Ritu is Core team members assigned with you for any queries.

Employer feedback form Link: <https://forms.gle/Te5kgsBadzus3fwL6> Don't forget to get it filled before employer leave the campus after finishing his recruitment process

Forwarded message
From: Nishchay SINGH <nishchay.singh@decathlon.com>
Date: Sun, Feb 5, 2023, 15:50
Subject: Placement Drive 2023
To: <mcm36placements@gmail.com>

Hello Placement Officer,

Greetings from,

Decathlon Sports India

LOVE SPORT? CUSTOMER-FOCUSED? LOOKING FOR A RETAIL CAREER

WITH A DIFFERENCE? IF YES, THIS COULD BE THE PERFECT ROLE FOR

YOU!

As a Sports Advisor, your role is to ensure all customers leave our stores "Satisfied or Satisfied". From a friendly and professional welcome to a quick and easy payment process, your role is to always deliver a 5-star shopping experience. Decathlon heavily invests in the development of teammates so that those who want to build careers within the business are able to flourish within their roles. Whether you're a student looking for a part-time role, or perhaps someone looking for a complete career change, Decathlon can cater to all.

As a Sports Advisor, your role is to ensure all customers leave our stores "Satisfied or Satisfied". From a friendly and professional welcome to a quick and easy payment process, your role is to always deliver a 5-star shopping experience. Decathlon heavily invests in the development of teammates so that those who want to build careers within the business are able to flourish within their roles. Whether you're a student looking for a part-time role, or perhaps someone looking for a complete career change, Decathlon can cater to all.

Location: Zirakpur, Punjab

Sport: Any passionate sports enthusiast

Contract Type: Permanent/Part-time

OUR MISSION

To sustainably make the pleasure and benefits of sport accessible to the many

YOUR RESPONSIBILITIES

Customer Service: Through your own passion for sports, you'll share your tips and experiences with users and through our hands-on product training, you will be able to give the best technical advice for the sports you are responsible for. Decathlon has shifted over the last year into an omnichannel business so it's essential that our sports advisors are able to assist customers in all aspects of retail shopping, whether that's in-store or online!

Merchandising: Whether full-time or part-time, every Omni Sports Leader is encouraged to take responsibility for autonomously managing stock levels and pricing and to provide a high level of merchandising so that each customer can easily find the right product for their sporting practice.

Team Player: You will be part of a shop floor team of like-minded Omni Sports Leaders, practising sports and celebrating victories together, so it's important that you are able to work well within a team environment as well as independently.

Sounds good so far? If so, here's the type of person we're looking for...

WHO YOU ARE?

Your passion drives you to create value for people, the planet, and commerce

I share the values of Decathlon on Vitality, Responsibility, Authenticity, Generosity

Someone looking to combine a passion for sport with work.

A people person who is prepared to go the extra mile.

Someone looking for a retail career with a difference

Problem solver with good communication skills.

Able to play as part of the team during the busiest times (weekends and holidays)

Additional Information:

As a Sales Assistant, you will be required to work usual retail hours

ADDITIONAL INFORMATION:

As a Sales Assistant, you will be required to work usual retail hours including evenings and weekends. The role will be shop-floor based with full Covid-19 safety regulations and precautions in place. The safety of our teammates and customers is our main priority.

WHAT DOES THE DECATHLON OFFER YOU

You will solve diverse, complex challenges for our users and our OMNI platform, with vital, responsible team members who lead with curiosity, empathy, and optimism. We work hard, but we also play sports every week together and celebrate our victories together, we create and connect with a national network. We respect each other's time and the need for work-life balance and allow for autonomy in the design process and your career

1. Career progression - At Decathlon, you choose your own career path, whether you aspire to become our next customer service manager or our next CEO - your opportunities for progression are endless! (zig-zag movement to shift careers roles within the company from retail, production, supply, logistics, sustainability, communication, IT, Digital, Data, etc...)
2. We aspire to have a 50% Gender Balanced Team and want Women Leadership in our ecosystem
3. Profit-sharing scheme - We're one big international family that exclusively shares the profit we make with our employees.
4. Share Holding schemes every financial year
5. Monthly bonus scheme
6. 30% staff discount on our Decathlon products.
7. Medical Benefits to you and your family
8. Parental Benefits
9. A Retail Team who offers a 5 Day Work-life balance
10. We play sports together and have regular team socials!

This is the basic CTC we'd be offering, rest depends upon the profile of the candidate.

CTC without ESIC			
Emoluments	Description	Per Month	Per Annum
Fixed Gross		25,000	300,000
Basic Salary	50% of Base Salary	12,500	150,000
House Rent Allowance	50% of Basic Salary	6,250	75,000
Leave Travel Allowance	Max 1 Month Basic will be adjusted against Special Allowance	1,042	12,500
Special Allowance	Residual Amount	5,208	62,496
Gross Salary	A	25,000	299,996
Employer Provident Fund	@ 12% of Base Salary	1,500	18,000
Employer Gratuity	@ 4.81% of Basic Salary	601	7,215
Max Earnable Bonus	@ - % of Gross Salary	5,000	60,000
Cost to Company with Bonus		32,101	385,211
Cost to Company without Bonus		27,101	325,211

Recruitment date: 10th February

Time: 12 PM

Flow of the process:

1. Company Presentation
2. Group Discussion (Depending on the no. of candidates)
3. PI (Round 1)
4. Selected Students will be called for DRD (Decathlon Recruitment Day) for the sports round and Final Interview.

Sportingly,

Nicholas Kinnik



Fwd: Welcome to Decathlon Sports India

1 message

Shabnam Thind <shabnamthind.st@gmail.com>
To: Vishakhagaang@gmail.com

Mon, 27 Mar 2023 at 12:15 pm

----- Forwarded message -----

From: **Ms. Richa** <richa@mcmdavcwchd.in>
Date: Friday, 24 March 2023
Subject: Fwd: Welcome to Decathlon Sports India
To: Shabnam Thind <shabnamthind.st@gmail.com>

----- Forwarded message -----

From: **Nishchay SINGH** <nishchay.singh@decathlon.com>
Date: Mon, 6 Mar, 2023, 2:08 pm
Subject: Fwd: Welcome to Decathlon Sports India
To: <richa@mcmdavcwchd.in>

----- Forwarded message -----

From: **Hu-mine** <humine.payroll@decathlon.com>
Date: Thu, Mar 2, 2023 at 5:57 PM
Subject: Welcome to Decathlon Sports India
To: <mcm36placements@gmail.com>, <nishchay.singh@decathlon.com>

Dear Dayita Goyal,

I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

I will be your coach and guide you when necessary right from DAY ONE to help you grow and succeed in your professional project.

Please do not forget to provide the following documents at the time of your arrival as these are mandatory to issue your appointment letter

- Valid Aadhaar Card (with Father Name , Date, Month & Year of Birth all details has be in Aadhaar)
- Photograph
- PAN Card(Only For Permanent Employment on Full Time Contract)
- Cancelled Cheque /passbook with valid account number & IFSC of Self / Your's
- Highest Degree certificate photocopy
- Dependant details for Insurance Nomination

- Scanned copy of any valid present address proof (electricity bill, Post Paid Mobile Bill, Landline Bill, rental agreement)

Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal).

I wish you good luck for your Decathlon journey.

Sportingly,

Nishchay R Singh

Sportingly,

Nishchay Singh

Fight your Limits!



+91 9971546737



Fwd: Welcome to Decathlon Sports India

1 message

Shabnam Thind <shabnamthind.st@gmail.com>
To: Vishakhagaang@gmail.com

Mon, 27 Mar 2023 at 12:16 pm

----- Forwarded message -----

From: **Ms. Richa** <richa@mcmdavcwchd.in>
Date: Friday, 24 March 2023
Subject: Fwd: Welcome to Decathlon Sports India
To: shabnamthind.st@gmail.com

----- Forwarded message -----

From: **Nishchay SINGH** <nishchay.singh@decathlon.com>
Date: Mon, 6 Mar, 2023, 2:10 pm
Subject: Fwd: Welcome to Decathlon Sports India
To: <richa@mcmdavcwchd.in>

----- Forwarded message -----

From: **Hu-mine** <humine.payroll@decathlon.com>
Date: Thu, Mar 2, 2023 at 6:00 PM
Subject: Welcome to Decathlon Sports India
To: <mcm36placements@gmail.com>, <nishchay.singh@decathlon.com>

Dear Divanshi,

I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

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Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal).

I wish you good luck for your Decathlon journey.

Sportingly,

Nishchay R Singh



Sportingly,

Nishchay Singh

"Fight your Limits"



+91 9971546737





Fwd: Welcome to Decathlon Sports India

1 message

Shabnam Thind <shabnamthind.st@gmail.com>
To: Vishakhagaang@gmail.com

Mon, 27 Mar 2023 at 12:16 pm

----- Forwarded message -----

From: **Ms. Richa** <richa@mcmdavwchd.in>
Date: Friday, 24 March 2023
Subject: Fwd: Welcome to Decathlon Sports India
To: Shabnam Thind <shabnamthind.st@gmail.com>

----- Forwarded message -----

From: **Nishchay SINGH** <nishchay.singh@decathlon.com>
Date: Mon, 6 Mar, 2023, 2:08 pm
Subject: Fwd: Welcome to Decathlon Sports India
To: <richa@mcmdavwchd.in>

----- Forwarded message -----

From: **Hu-mine** <humine.payroll@decathlon.com>
Date: Thu, Mar 2, 2023 at 5:58 PM
Subject: Welcome to Decathlon Sports India
To: <mcm36placements@gmail.com>, <nishchay.singh@decathlon.com>

Dear Arushi Khosla,

I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

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- Dependant details for Insurance Nomination

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Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal).

I wish you good luck for your Decathlon journey.

Sportingly,

Nishchay R Singh



Sportingly,

Nishchay Singh

"Fight your Limits!"



+91 9971546737





Fwd: Welcome to Decathlon Sports India

1 message

Shabnam Thind <shabnamthind.st@gmail.com>
To: Vishakhagaang@gmail.com

Mon, 27 Mar 2023 at 12:16 pm

Forwarded message

From: **Ms. Richa** <richa@mcmdavcwchd.in>
Date: Friday, 24 March 2023
Subject: Fwd: Welcome to Decathlon Sports India
To: shabnamthind.st@gmail.com

Forwarded message

From: **Nishchay SINGH** <nishchay.singh@decathlon.com>
Date: Mon, 6 Mar, 2023, 2:10 pm
Subject: Fwd: Welcome to Decathlon Sports India
To: <richa@mcmdavcwchd.in>

Forwarded message

From: **Hu-mine** <humine.payroll@decathlon.com>
Date: Thu, Mar 2, 2023 at 6:02 PM
Subject: Welcome to Decathlon Sports India
To: <mcm36placements@gmail.com>, <nishchay.singh@decathlon.com>

Dear Ritika Sharma,

I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

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Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal).

I wish you good luck for your Decathlon Journey.

Sportingly,

Nishchay R Singh



Sportingly,

Nishchay Singh

"Fight your Limits!"



+91 9971546737





Fwd: Welcome to Decathlon Sports India

1 message

Mon, 27 Mar 2023 at 12:15 pm

Shabnam Thind <shabnamthind.st@gmail.com>

To: Vishakhagaang@gmail.com

----- Forwarded message -----

From: Ms. Richa_ <richa@mcmmdavcwchd.in>

Date: Friday, 24 March 2023

Subject: Fwd: Welcome to Decathlon Sports India

To: Shabnam Thind <shabnamthind1@gmail.com>

———— Forwarded message ————

From: Nishchay SINGH <nishchay.singh@decathlon.com>

Date: Mon, 6 Mar 2023, 2:08 pm

Date: Mon, 6 Mar, 2023, 2:08 pm
Subject: Fwd: Welcome to Decathlon Sports India

To: richa@mcmdavwchd.in <richa@mcmdavwchd.in>

———— Forwarded message ————

From: **Hu-mine** <humine.payroll@decathlon.com>

Date: Thu, Mar 2, 2023 at 5:49 PM

Subject: Welcome to Decathlon Sports India

To: <mcm36placements@gmail.com>, <nishchay.singh@decathlon.com>

Dear Khushi,

I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, **MAKE SPORTS ACCESSIBLE TO ALL INDIANS.**

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

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- Dependant details for Insurance Nomination

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Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal).

I wish you good luck for your Decathlon journey.

Sportingly,

Nishchay R Singh



Sportingly,

Nishchay Singh

'Fight your Limits'



+91 9971546737

----- Forwarded message -----

From: **Nishchay SINGH** <nishchay.singh@decathlon.com>
Date: Mon, 6 Mar, 2023, 2:08 pm
Subject: Fwd: Welcome to Decathlon Sports India
To: nisha@mcmdavcwchd.in <nisha@mcmdavcwchd.in>

----- Forwarded message -----

From: **Hu-mine** <humine.payroll@decathlon.com>
Date: Thu, Mar 2, 2023 at 5:47 PM
Subject: Welcome to Decathlon Sports India
To: <mcm36placements@gmail.com>, <nishchay.singh@decathlon.com>

Dear Japneet,

I am extremely proud and happy to welcome you to Decathlon Sports India.

You will discover a journey filled with sports passionate people who will, together with you, MAKE SPORTS ACCESSIBLE TO ALL INDIANS.

We let our team members decide for themselves, and they take pleasure coming to work because they are autonomous in their daily work. Freedom is accompanied with a lot of responsibility and hence I advise you to always decide and justify your actions which is in the best interest of Decathlon's customers & team members.

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- Cancelled Cheque /passbook with valid account number & IFSC of Self / Your's
- Highest Degree certificate photocopy
- Dependant details for Insurance Nomination
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Two reference numbers for background verification (One must be from your previous organisation, if fresher then references should be from your college like Professor / Lecturer/ Principal).

I wish you good luck for your Decathlon journey.

Sportingly,

Nishchay R Singh

Ref RT / 9156

Ms. Parvinder Kaur

#9779397319 | parvinder9779@gmail.com

18-Mar-23

LETTER OF OFFER

Dear Parvinder,

Based on your job application submitted and the interview discussions you had with us, we are pleased to offer you an Employment with **ALLEN Career Institute Pvt. Ltd.** Details of the terms and conditions of the offer are as under:

1. You will be appointed as Trainee Lecturer in Chemistry Department (PNCF Division) and will be initially posted at our Chandigarh Centre.
2. Your date of Joining will be **01-Apr-2023** and you are required to report at **10:00 AM** at **ALLEN Career Institute Pvt. Ltd., "SIDDH-1", SCD-354-355, Ground Floor, Sector 34-A, Chandigarh** for completing your joining formalities.

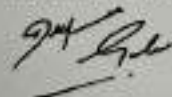
Contact Person (Mobile No.): **Mr. Deepak Tiwari | #09041216386.**

3. Your CTC will be **INR 3.60 Lakh** per annum as per the attached "Annexure A".
4. Your employment will be subject to the Terms & Conditions, as per the Appointment Letter / Employee Agreement, which you need to sign at the time of joining.
5. Please bring along the below-listed documents in **original** and 1 set of Photocopy on your day of joining:
 - a) Latest C.V. / Resume.
 - b) Academic Marksheet Semester/Year wise and Certificates (all from 10th to Highest).
 - c) Resignation Letter with acknowledgment.
 - d) Relieving and Experience letter from the previous employer.
 - e) Salary Slips of last 3 months.
 - f) Six recent passport size photographs.
 - g) Form 16 of last two financial years & Bank statement of last 6 months.
 - h) One cancelled cheque (with your name printed on it) or photocopy of front page of passbook of any existing bank account.
 - i) PAN Card (3 copies).
 - j) Aadhar Card (3 copies).
 - k) Address Proof (Voter ID / Driving License / UID / Passport) (3 copies).
6. As a token of your acceptance of this offer, please reply to this email.
For any query feel free to contact us on all working days at #0744-2751129. You may also send your query to careers@allen.ac.in.

Wishing you all the best for a great career with ALLEN!

Yours truly,

For ALLEN Career Institute Pvt. Ltd.



Head of HR

Annexure A

Gross Annual Package (INR)	
Basic Salary	216000
House Rent Allowance (HRA)	108000
Uniform Allowance	24000
Leave Travel Allowance (LTA)	12000
Special Allowance	0
National Pension System (NPS)	*Flexi Component
CTC	360000

*For details, discuss with HR.

MEDICAL SCRIBE: WORK LIVE WITH AMERICAN DOCTORS

Job Profile: Medical Scribes are the future of an interactive industry. They are the American Physician's support system. As a Medical Scribe, you work alongside American physicians in a real-time environment. Medical Scribes undertake to create and/ or update the medical charts of patients in Electronic Health Record (EHR) and thereby freeing the American physicians for focusing on what they do best-taking care of patients. All this is done while the Scribe is far away from the physician, but connected through technology. With the onset of technology like Google Glass, the idea of a Medical Scribe has become a reality. Being a part of the live American physician-patient encounter, Medical Scribes greatly add value by increasing the time spent on patient care. This profile of a Medical Scribe is expected to be a part of the American physician-patient interaction remotely and comprehend the conversation in the EHR.

Eligibility

- Any Medical Graduate or above can apply. Any one from below mentioned streams can apply

Streams			
B. Pharma	B Sc Nursing	M.Pharma	M Sc Nursing
B.Sc Physician Assistant	B.Tech Food Technology	M.Sc Physician Assistant	M.Tech Food Technology
B.Sc Medical Lab Technicians	B Tech BioMedical	M.Sc Medical Lab Technicians	M.Sc Human Genomics
Bachelor of Physiotherapy	B Sc Biomedical	Masters of Physiotherapy	Doctor of Medicine
B Tech Biotechnology	B Tech Biophysics	M Tech Biotechnology	M Tech Biomedical
B.Sc Biotechnology	B.Sc Human Genomics	M.Sc Biotechnology	M Sc Biomedical
B.Sc Chemistry	B.A.M.S	M.Sc Microbiology	M Tech Biophysics
B.Sc Microbiology	BSc Biology	M.Sc Chemistry	MSc Biology
B. Sc Food Technology	BSc Botany	M. Sc Food Technology	MSc Botany
B.SC Nutrition & Dietetics	BHMS	M.SC Nutrition & Dietetics	Any other Medical OR Life science Graduate or Post Graduate

OR

Students who are in their last semester (in above streams) they can also participate in this recruitment drive. They can join us immediately and we will allow them the leaves during their exams, can apply.

OR

+2 Medical Domain or Diploma with medical domain subject or Trained Medical Scribes, can apply

- Fresher or Experienced can apply
- Must possess Excellent English Communication skills
- Willing to work in regular night shift
- Must possess basic computer knowledge.

Benefits you will get.

- PF, Gratuity, Health Insurance, US Holiday, Learning.
- Work with supreme quality of Medical Domain people in the office.
- Clinical Learning Environment that includes US medicines, US compliance, American hospital mechanism and procedures

- Work with experienced American doctors live and learn smart, efficient, and effective strategies.
- Be part of an entirely new line of business in India
- Be an approved Medical Scribe resource.
- Work with a global organization with state-of-art infrastructure
- See, observe, learn from the live conversation between physician and patient
- Work live with supreme and expertise level of the medical industry.
- Experience clinical exposure while working in a Corporate set-up
- Work in a real-time environment with US Physicians
- Hone your English communication skill
- 2 weekly off on a weekly basis,
- Live the life and work with new-age technology.

Job Location: Mohali Punjab & Noida

Salary Details are as follows.

- First six month is a Training period. There will be no stipend during the first month of training. Training will be in day shift. Once you will complete the training then you will work in regular night shift. The First Month Training would be from Home and from 2nd month, it will be work from office.
- From 2nd Month to 6th Month Training, you will get 2.4 LPA
- After 6 months training, once you become Doctor Reddy then you will get 25k and after becoming Doctor Approved, you will get 32k. Once you will start working with doctor then this will be your permanent night shift job
- After Successful completion of classroom and On-The-Job training of 12-13 months; the Trainee will become eligible to come on the rolls of IDS as a full-time employee and also become eligible for revision of salary and incentives as per the company's existent policy.
- During the appraisal of 12-13 months, there will be hike of upto 5k + incentives in existed salary.
- You have to sign an agreement of 2 Years. This agreement is applicable from the date of your joining.

Recruitment Steps are as follows.

STEP 1 Submit your Test 1: Aptitude Test: (30 Minutes)

STEP 2 Submit your Test 2: English Essay and Audio Listening Test : (85 Minutes)

STEP 3 Once you will submit Step 1 and Step 2 Test then we will check the test and it will take 10 working days to declare the test results if you qualify in the test then you will appear for a Final interview with the Operation and Training team. This will be an online or virtual interview on Google Chat app. So please download Google Chat app in your mobile and login from your email id.

If you have any question related to the above-mentioned job then please call us at 7009880108, 7986997315, 7986997461, 7009880619. You can also share your queries and questions at gursharan.k@idsil.com

- Work with experienced American doctors live and learn smart, efficient, and effective strategies.
- Be part of an entirely new line of business in India
- Be an approved Medical Scribe resource.
- Work with a global organization with state-of-art infrastructure
- See, observe, learn from the live conversation between physician and patient
- Work live with supreme and expertise level of the medical industry.
- Experience clinical exposure while working in a Corporate set-up
- Work in a real-time environment with US Physicians
- Hone your English communication skill
- 2 weekly off on a weekly basis,
- Live the life and work with new-age technology.

Job Location: Mohali Punjab & Noida

Salary Details are as follows.

- First six month is a Training period. There will be no stipend during the first month of training. Training will be in day shift. Once you will complete the training then you will work in regular night shift. The First Month Training would be from Home and from 2nd month, it will be work from office.
- From 2nd Month to 6th Month Training, you will get 2.4 LPA
- After 6 months training, once you become Doctor Reddy then you will get 25k and after becoming Doctor Approved, you will get 32k. Once you will start working with doctor then this will be your permanent night shift job
- After Successful completion of classroom and On-The-Job training of 12-13 months; the Trainee will become eligible to come on the rolls of IDS as a full-time employee and also become eligible for revision of salary and incentives as per the company's existent policy.
- During the appraisal of 12-13 months, there will be hike of upto 5k + incentives in existed salary.
- You have to sign an agreement of 2 Years. This agreement is applicable from the date of your joining.

Recruitment Steps are as follows.

STEP 1 Submit your Test 1: Aptitude Test: (30 Minutes)

STEP 2 Submit your Test 2: English Essay and Audio Listening Test : (85 Minutes)

STEP 3 Once you will submit Step 1 and Step 2 Test then we will check the test and it will take 10 working days to declare the test results if you qualify in the test then you will appear for a Final interview with the Operation and Training team. This will be an online or virtual interview on Google Chat app. So please download Google Chat app in your mobile and login from your email id.

If you have any question related to the above-mentioned job then please call us at 7009880108, 7986997315, 7986997461, 7009880619. You can also share your queries and questions at gursharan.k@idsil.com

Frequently Asked Questions

1) I never heard about Medical Scribe and what is the scope of Medical Scribe?

Medical Scribe is the need of American Hospital and as you heard about Medical Billing, Medical Coding, Medical Transcription, Pharmacovigilance etc. these are the real need of the same domain. Medical Scribe is the next upcoming generation which is highly in demand. You can gain this skillset today to secure your future. For better reference you can search on internet about Medical Scribe, salary etc. All companies are looking for Trained and Certified Medical Scribe. These companies are not interested to train people. **IDS INFOTECH LTD is the first company who is actually training candidate and also giving them stipend to learn this skillset considering the mind-set that trained resources will stick with our company for approx. 2 year and work with us for long years.**

2) Can I appear for the entire interview process from home?

Yes, you can appear for the entire recruitment process for this role from home. Make sure you have good computer or laptop, good internet connectivity and headset to appear for the online test and online interview from home.

3) How to apply for the same job?

You will get the test links of test 1 and Test 2 on your email. Submit the online test and if you get qualified in the tests then you have to appear for final interview. Once you will get selected in 3rd step then you can join us

Step 1) Basic Aptitude Test (Option Based Question answer)

Step 2) English Essay and Listening Audio Test (Essay writing and listening question answer)

Step 3) Final Interview

4) If one of my friends is also eligible and interested for the same job, can he appear for the same tests as well?

If your friend is eligible and willing to appear for the same job then yes he can appear for the same test and interview as well.

5) Why I cannot submit my recruitment test via mobile?

Our test links are JAVA enabled links and on most of mobile JAVA is not installed and most of the applicants face challenges or struggle to submit online test via mobile. So we always recommend our job applicants to use computer or laptop to submit your online test to avoid losing a chance to appear for the job.

6) I don't have laptop or computer to attempt my online recruitment test. What should I do?

These tests are only accessible on Laptop and Computer so please arrange the same to submit your online test or you can visit nearby Cyber Café to submit the same. However, if still you are not able to do the same then it is difficult for us to offer you this job.

7) Once I will submit my online test then when you will declare the results and how soon you will complete the entire interview process.

Once you will submit the test then it will take usually 5-7 working days to update you regarding the test results. If you will qualify the test then we will conduct your online interview on Google Chat app with the operation and Training team. Please install the Google Chat App in your In advance and login with your email id in the same app.

8) I am an experienced resource, so why should I apply as fresher for this profile?

We respect your profession and experience but we only consider those applicants as experienced who possess experience in Medical Scribe domain. If you do not possess experience in Medical Scribe but carry experience in other domain then we will only consider you as fresher. Because we have to train you for the next 6 months on this Medical Scribe Skillset similar to the way we train fresher.

9) Why you are asking for a 2- Year contract?

As you know in the initial 6 months we will invest our efforts to train to the Global level of Skillset and as per our experience we have observed that Trainees are joining us and once they complete the training they apply for job in different companies or apply for International Visas which gives us huge loss. So we make sure after training at least people should work with us for minimum threshold time so that we will not face any loss. We ask each trainee to work with us for minimum duration.

12) What will be shift timing during training?

As explained during the training time you will get the training in day time. During day time training, your shift timings will be from 9:00 am to 6:30pm or 10 am to 7:30 pm. So please manage your presence accordingly to attend the training. These training timings may change or update according to the business requirements. After training you have to work in regular night shift which is as follows.

13) In night shift what are shift timings?

Our US Healthcare process usually starts at 6 pm and ends up next day at 8 am. These are US Healthcare process operation timings but in this 6 pm to 8 am slot you only have to work for 9:30 hours. This will completely depend upon when your doctor will start working and accordingly you will complete 9:30 hours and log out from the job.

14) What is the recruitment process?

Recruitment Process is divided into three steps. Steps are as follows.

- 1) Basic Aptitude test
- 2) English Essay Writing and Audio Listening test
- 3) Final Round of Interview with Operation and Training team.

15) What is the purpose of these recruitment tests?

Basic Aptitude test: We do check person's basic intellect like calculation, understanding, balance of mind etc. in this test because in Healthcare line it's important for someone to remember thing, do basic calculation and understand situation to act accordingly.

English Essay writing and Audio Listening Test : As you know you will work live with American Doctors while sitting in India so your role is to actively listen the doctor and patient conversation and accordingly submit the report. So to perform this job, four actions are required English writing, Listening, typing accuracy, and Medical Knowledge. To judge these four factors we have prepared this test to check your capability.

Final Round of Interview with Operation and Training: This will be an online or virtual interview on Google Chat app. So please download Google Chat app in your mobile and login from your email id. Operation and Training team will judge your communication skills and basic Medical Knowledge, willingness to work in this process, stability, passion about this role, health to perform this job etc.

16) Are you providing any stay or Food arrangements?

No we are not providing any stay or food arrangements. Employee has to make the arrangements of his own. In office we have canteen in which we have food arrangements at subsidized rates which is economical and affordable.

Selection Letter

Dear Bhavika,

We're jubilant to inform you that you've been selected in **HIKE EDUCATION PRIVATE LIMITED**

Thank you for appearing in the campus placement drive held at your institute/university. We have completed all of our interviews.

We're delighted to inform you that we would like to offer you the **Business Development Executive** position. We believe and feel confident that your strong skills will contribute to the growth of our organization

Your starting salary annexure is attached with this letter. Kindly be assured that the other details like **Date Of Joining & Location** will be shared with you in the **Letter Of Intent**.

Feel free to reach out to us either at hr@hikeedu.in or onboarding@hikeedu.in for any queries / suggestions or feedback.

NOTE: Your **Date of Joining** will depend upon your liberation from the university / college.

Thanks & Regards,

HR Resource Department

Hike Education Private Limited



info@hikeedu.in
www.hikeeducation.com

Plot No. 880, 1st floor
Udyog Vihar Phase 5,
Gurugram- 122016

Hike Education

Empowering Professionals

Annexure

Bhavika

PARTICULARS	PROBATIONER	CONFIRMED
CTC (Annual)	546000	582000
BASIC	11000	12500
HRA	5500	6250
MEDICAL ALLOWANCE	1650	1875
TRANSPORT ALLOWANCE	1100	1250
SPECIAL ALLOWANCE	2750	3125
NET HOME INTAKE	22000	25000
DAILY TRAVEL REIMBURSEMENT (Rs.150/- per day * 30)	4500	4500
PERFORMANCE LINKED INCENTIVES (Payable on the basis of achievement of monthly targets)	15000	15000
MISCELLANEOUS INDUCEMENT (Payable on the basis of percentage achievement of monthly targets- min. 125%)	3000	3000
PUNCTUALITY BONUS (Payable on the basis of 100% attendance)	1000	1000
GROSS (Monthly)	45500	48500

Thanks & Regards,

Human Resource Department

Hike Education Private Limited

info@hikeedu.in
www.hikeeducation.com



Plot No. 880, 1st floor
Udyog Vihar Phase 5,
Gurugram- 122016

**IDS Infotech Ltd.**

C-135, Phase VII, Industrial Area, Mohali-160071, INDIA

Tel.: (+91)-172-5053661, 5053662

Fax: (+91)-172-5058473

Website: www.ids.com

CIN: U72209CH1989PLC009464

MEDICAL SCRIBE: WORK LIVE WITH AMERICAN DOCTORS

Job Profile: Medical Scribes are the future of an interactive industry. They are the American Physician's support system. As a Medical Scribe, you work alongside American physicians in a real-time environment. Medical Scribes undertake to create and/or update the medical charts of patients in Electronic Health Record (EHR) and thereby freeing the American physicians for focusing on what they do best-taking care of patients. All this is done while the Scribe is far away from the physician, but connected through technology. With the onset of technology like Google Glass, the idea of a Medical Scribe has become a reality. Being a part of the live American physician-patient encounter, Medical Scribes greatly add value by increasing the time spent on patient care. This profile of a Medical Scribe is expected to be a part of the American physician-patient interaction remotely and comprehend the conversation in the EHR

Eligibility

- Any Medical Graduate or above can apply. Any one from below mentioned streams can apply

Streams			
B. Pharma	B.Sc Nursing	M.Pharma	M.Sc Nursing
B.Sc Physician Assistant	B.Tech Food Technology	M.Sc Physician Assistant	M.Tech Food Technology
B.Sc Medical Lab Technicians	B.Tech BioMedical	M.Sc Medical Lab Technicians	M.Sc Human Genomics
Bachelor of Physiotherapy	B.Sc Biomedical	Masters of Physiotherapy	Doctor of Medicine
B.Tech Biotechnology	B.Tech Biophysics	M.Tech Biotechnology	M.Tech Biomedical
B.Sc Biotechnology	B.Sc Human Genomics	M.Sc Biotechnology	M.Sc Biomedical
B.Sc Chemistry	B.A.M.S	M.Sc Microbiology	M.Tech Biophysics
B.Sc Microbiology	B.Sc Biology	M.Sc Chemistry	M.Sc Biology
B.Sc Food Technology	B.Sc Botany	M.Sc Food Technology	M.Sc Botany
B.Sc Nutrition & Dietetics	BHMS	M.Sc Nutrition & Dietetics	Any other Medical OR Life science Graduate or Post Graduate

OR

Students who are in their last semester (in above streams) they can also participate in this recruitment drive. They can join us immediately and we will allow them the leaves during their exams, can apply.

OR

+2 Medical Domain or Diploma with medical domain subject or Trained Medical Scribes, can apply

- Fresher or Experienced can apply
- Must possess Excellent English Communication skills
- Willing to work in regular night shift
- Must possess basic computer knowledge.

Benefits you will get.

- PF, Gratuity, Health Insurance, US Holiday, Learning.
- Work with supreme quality of Medical Domain people in the office.
- Clinical Learning Environment that includes US medicines, US compliance, American hospital mechanism and procedures

- Work with experienced American doctors live and learn smart, efficient, and effective strategies.
- Be part of an entirely new line of business in India
- Be an approved Medical Scribe resource.
- Work with a global organization with state-of-art infrastructure
- See, observe, learn from the live conversation between physician and patient
- Work live with supreme and expertise level of the medical industry.
- Experience clinical exposure while working in a Corporate set-up
- Work in a real-time environment with US Physicians
- Hone your English communication skill
- 2 weekly off on a weekly basis,
- Live the life and work with new-age technology.

Job Location: Mohali Punjab & Noida

Salary Details are as follows.

- First six month is a Training period. There will be no stipend during the first month of training. Training will be in day shift. Once you will complete the training then you will work in regular night shift. The First Month Training would be from Home and from 2nd month, it will be work from office.
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- You have to sign an agreement of 2 Years. This agreement is applicable from the date of your joining.

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12) What will be shift timing during training?

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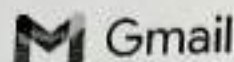
Basic Aptitude test: We do check person's basic intellect like calculation, understanding, balance of mind etc. in this test because in Healthcare line it's important for someone to remember thing, do basic calculation and understand situation to act accordingly.

English Essay writing and Audio Listening Test : As you know you will work live with American Doctors while sitting in India so your role is to actively listen the doctor and patient conversation and accordingly submit the report. So to perform this job, four actions are required English writing, Listening, typing accuracy, and Medical Knowledge. To judge these four factors we have prepared this test to check your capability.

Final Round of interview with Operation and Training: This will be an online or virtual interview on Google Chat app. So please download Google Chat app in your mobile and login from your email id. Operation and Training team will judge your communication skills and basic Medical Knowledge, willingness to work in this process, stability, passion about this role, health to perform this job etc.

16) Are you providing any stay or Food arrangements?

No we are not providing any stay or food arrangements. Employee has to make the arrangements of his own. In office we have canteen in which we have food arrangements at subsidized rates which is economical and affordable.



Mcm Placements <mcm36placements@gmail.com>

Fwd: IDS INFOTECH LTD : Selection Confirmation

Sandeep Kaur <sandeep3371@gmail.com>
To: Mcm Placements <mcm36placements@gmail.com>

Thu, Jan 12, 2023 at 5:03 AM

----- Forwarded message -----

From: Simarleen Kaur <simarleen.k@idsil.com>
Date: Thu, Jan 12, 2023 at 2:50 PM
Subject: IDS INFOTECH LTD : Selection Confirmation
To: <rupikasood2165@gmail.com>
<gursharan.k@idsil.com>, <ritika.sharma@idsil.com>, <sandeep3371@gmail.com>

Hi Rupika,

Congratulations!!

This mail is to formally notify you that you are selected in our company IDS Infotech in the position of Medical Scribe Trainee.

*As discussed with you previously, you would be hired in the month of **July, 2023**. The offer letter would be shared in the same month you will be joining us. The final date of your joining would be intimated either a month prior or in the same month of your joining.*

Please save below mentioned phone number in your phone book as soon as possible. If you have any questions, feel free to contact us.

Simarleen Kaur (IDS Recruitment): 7986997461

Ritika Sharma (IDS Recruitment): 7986997315

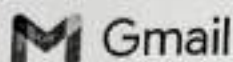
Gursharan Kaur (Assistant Manager HR): 7986998562

We are looking forward to working with you

Regards,

Simarleen Kaur

Contact : 7986997461



Mcm Placements <mcm36placements@gmail.com>

Fwd: IDS INFOTECH LTD : Selection Confirmation

Sandeep Kaur <sandeep3371@gmail.com>
To: Mcm Placements <mcm36placements@gmail.com>

Thu, Jan 12, 2023 at 4:49 AM

----- Forwarded message -----

From: Simarleen Kaur <simarleen.k@idsil.com>
Date: Thu, Jan 12, 2023 at 2:49 PM
Subject: IDS INFOTECH LTD : Selection Confirmation
To: <sanchitashukla2973@gmail.com>
Cc: <gursharan.k@idsil.com>, <ritika.sharma@idsil.com>, <sandeep3371@gmail.com>

Hi Sanchita,

Congratulations!!

*This mail is to formally notify you that you are selected in our company **IDS Infotech** in the position of **Medical Scribe Trainee**.*

*As discussed with you previously, you would be hired in the month of **July, 2023**. The offer letter would be shared in the same month you will be joining us. The final date of your joining would be intimated either a month prior or in the same month of your joining.*

Please save below mentioned phone number in your phone book as soon as possible. If you have any questions, feel free to contact us.

Simarleen Kaur (IDS Recruitment): 7986997461

Ritika Sharma (IDS Recruitment): 7986997315

Gursharan Kaur (Assistant Manager HR): 7986998562

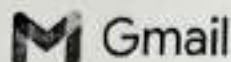
We are looking forward to working with you

Regards,

Simarleen Kaur

Contact : 7986997461

Description: cid:image001.jpg@01D885FB.FCC39030



Mcm Placements <mcm36placements@gmail.com>

Fwd: IDS INFOTECH LTD : Selection Confirmation

Sandeep Kaur <sandeep3371@gmail.com>
To: Mcm Placements <mcm36placements@gmail.com>

Thu, Jan 12, 2023 at 4:48 AM

----- Forwarded message -----

From: **Simarleen Kaur** <simarleen.k@idsil.com>
Date: Thu, Jan 12, 2023 at 2:50 PM
Subject: IDS INFOTECH LTD : Selection Confirmation
To: <adhiwaldivya1177@gmail.com>
<gursharan.k@idsil.com>, <ritika.sharma@idsil.com>, <sandeep3371@gmail.com>

Hi Divya,

Congratulations!!

This mail is to formally notify you that you are selected in our company IDS Infotech in the position of Medical Scribe Trainee.

*As discussed with you previously, you would be hired in the month of **July, 2023**. The offer letter would be shared in the same month you will be joining us. The final date of your joining would be intimated either a month prior or in the same month of your joining.*

Please save below mentioned phone number in your phone book as soon as possible. If you have any questions, feel free to contact us.

Simarleen Kaur (IDS Recruitment): 7986997461

Ritika Sharma (IDS Recruitment): 7986997315

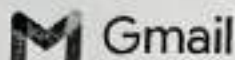
Gursharan Kaur (Assistant Manager HR): 7986998562

We are looking forward to working with you

Regards,

Simarleen Kaur

Contact : 7986997461



Mcm Placements <mcm36placements@gmail.com>

Fwd: IDS INFOTECH LTD : Selection Confirmation

Sandeep Kaur <sandeep3371@gmail.com>
To: Mcm Placements <mcm36placements@gmail.com>

Thu, Jan 12, 2023 at 4:49 AM

----- Forwarded message -----

From: Simarleen Kaur <simarleen.k@idsil.com>
Date: Thu, Jan 12, 2023 at 2:49 PM
Subject: IDS INFOTECH LTD : Selection Confirmation
To: <hiyasood30@gmail.com>
Cc: <gursharan.k@idsil.com>, <ritika.sharma@idsil.com>, <sandeep3371@gmail.com>



Hiya,

Congratulations!!

This mail is to formally notify you that you are selected in our company IDS Infotech in the position of Medical Scribe Trainee.

As discussed with you previously, you would be hired in the month of July, 2023. The offer letter would be shared in the same month you will be joining us. The final date of your joining would be intimated either a month prior or in the same month of your joining.

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Simarleen Kaur (IDS Recruitment): 7986997461

Ritika Sharma (IDS Recruitment): 7986997315

Gursharan Kaur (Assistant Manager HR): 7986998562

We are looking forward to working with you

Regards,

Simarleen Kaur

Contact : 7986997461

4/22/23, 1:54 PM

MCM DAV Women's

is the placement drive conducted on Jan 30, 2023, we have selected below students. Please ma

Sr no	Name	Contact No	Campus Name
1	Priyanshi Rana	8091016430	MCM DAV Women
2	Kritika Mittal	8059829261	MCM DAV Women
3	Harshita Arora	9872024823	MCM DAV Women
4	Garima Sablok	8708462170	MCM DAV Women
5	Devangi Goyal	6280055259	MCM DAV Women
6	Payal Chhabra	9996799391	MCM DAV Women
7	Maanvi		MCM DAV Women
8	Muskaan Juneja	7009907557	MCM DAV Women
9	Anjali Dhand	9501684980	MCM DAV Women

Thanks & Regards

13-Feb-2023

Dear PRIYANSHI RANA,

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

Components	Components Rs. Per annum
Basic	78,000
Supplementary Allowance	102,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	3,749
Flexible Compensation Pay	47,651
Total Fixed Pay	260,000

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

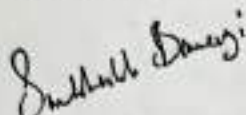
Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented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

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

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

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

Best Regards,



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

Offer Letter

HR/23/637

Dated: 19-Apr-23

Dear Tanisha,

Based on our recent discussions with you, we are pleased to extend you an offer to join Escalon Business Services Private Limited in India, Mohali. This letter will officially confirm your annual total compensation and the terms of your employment.

Date of Joining: 15-Jun-23

Location: Mohali OR as may be intimated by the HR Department keeping in view the company policy which may be reviewed from time to time. It is agreed that even in case of virtual joining / Work from Home you shall at all times be located/based within the geographic boundaries of India only.

Timing's: *As per business requirements*

Role/Segment – Accounting Intern

Department- F&A

Terms

Your annual total Cost to the Company will be INR 2,19,517 during your probation period as per the attached Annexure 1. Post-completion of your probation period, it will be revised to INR 3,16,921 as per Annexure 2. This will continue to be applicable until further communication on the same. Your annual total compensation includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes the employer's contribution to Provident Fund, only if applicable. It shall be your responsibility and liability to discharge all tax dues and file returns etc.

On joining, your probation period would be of 180 days in which you may be required to undergo a training program at any location in India or overseas to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. Escalon shall bear all costs and expenses associated with such training including boarding and lodging costs. Escalon has the right to extend your probation. Your confirmation of employment will be done after the successful completion of the probation period.

In the event of you leaving, abandoning, or resigning the services of Escalon before the expiry of 18 months from your effective date of joining, in breach of the terms of this agreement, you shall be compulsorily required to serve the notice period and also be liable to pay to Escalon as liquidated damages an amount of Rs 50,000 inter alia towards the damages that would be suffered by Escalon due to breach of contract including the amount spent on your hiring and training. During the first year of your tenure, you are not entitled to exam leaves under any circumstances.

This offer is contingent on us working together to determine an appropriate start date for your employment. If you do not confirm your acceptance or based on your request, we are unable to set an alternative start date within 3 days of issuance of this letter, this offer letter would be withdrawn without further notice. This offer letter is valid for three (3) days from the date of issuance of this letter.

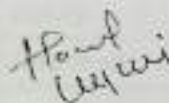
You are required to provide copies of all mandatory documents as detailed in Annexure -I before joining within the first 3 days to close the position officially. The offer of employment and your employment with the Company are dependent on the timely submission of such required documents. No furnishing of mandatory document/s within the specified time shall result in withdrawal/revocation of this offer letter. Your offer has been made based on information and documents furnished by you. You consent to Escalon carrying out Background checks and Verification (BGV). If there is a discrepancy in the copies of documents or certificates given by you as proof of your qualifications, we retain the right to review our offer of employment.

The above terms and conditions are based on Escalon's policies, procedures, and other rules currently applicable in India and are subject to amendments. Detailed terms of employment would be contained in your appointment letter, and you have been briefed on the same by the HR Department.

For Escalon Business Services Pvt Ltd

Acknowledged & Agreed

Candidate's signature:



Harsh Logani
Assistant Manager – HR India

Tanisha

Annexure: 1

Your compensation is as mentioned below:

Particulars	Annual (Rs.)
Basic Pay	102360.00
HRA	40944.00
Bonus	36744.00
Total	180048.00
Other components:	-
Employer Share ESI*	5856.00
Employer Share PF**	16692.00
Cost of insurance premium & other benefits	12000.00
Gratuity	4921.00
Total of other components	39469.00
Total Fixed Pay (A+B)	219517.00
Deduction for taxes as applicable.	
Total Cost to Company	219517.00

* Employee share of PF & ESI will be deducted from Total (A)

Annexure: 2

Particulars	Annual (Rs.)
Basic Pay	102360.00
HRA	40944.00
Conveyance Allowance	19200.00
Uniform Allowance	15000.00
Internet Allowance	12000.00
Mobile Allowance	15000.00
Medical Allowance	15000.00
LTA	13392.00
Bonus	36744.00
Total	269640.00
Other components:	-
Employer Share ESI*	8760.00
Employer Share PF**	21600.00
Cost of insurance premium & other benefits	12000.00
Gratuity	4921.00
Total of other components	47281.00
Total Fixed Pay (A+B)	316921.00
Deduction for taxes as applicable.	
Total Cost to Company	316921.00

* Employee share of PF & ESI will be deducted from Total (A)

Additional Benefits

1. Medical Insurance for self, spouse and 2 dependent children will be covered as per Escalon Policy.
2. Personal Accident Coverage of INR 5, 00,000
3. Gratuity as per The Payment of Gratuity Act, 1972

Required Documentation

To be uploaded on the HR portal (will be shared once the offer confirmed):

- Passport size photograph with white background
- Pan Card
- Aadhar Card
- Educational Certificates (10th Certificate; 12th Certificate; Diploma/Degree Certificate)
- All experience letters as per the experiences written in your CV

To be submitted at the time of joining:

- 6 Passport size photographs with white background
- 2 copies of PAN Card
- 2 copies of Aadhar Card
- Relieving letter at the time of joining
- Educational Certificates (10th Certificate; 12th Certificate; Diploma/Degree Certificate)
- All experience letters as per the experiences written in your CV

Kindly send accepted copy of resignation (from current employer) within 3 days of the offer letter.

We look forward to hearing from you regarding your decision to join our team. In the meantime, please feel free to call us or email us on hrindia@escalon.services

We believe you have a successful career ahead of you and look forward to your joining us.

DECLARATION

I hereby represent and assure that I will be joining on the mentioned date or shall confirm a mutually acceptable alternate date of joining within 3 days of issuance of this letter. I declare that I am medically fit and not under any treatment or therapy. I have understood the terms of appointment which would be contained in my appointment letter and have been briefed on the HR policy and I state that same are acceptable to me and I shall abide by the same.

I also undertake that I will not disclose the terms of this offer letter and compensation package offered to me to any current or ex-employee of Escalon or any other organization or person. Any breach thereof shall render this offer letter to be revoked.

Candidate's signature _____