



Keerthana

AMURA

Date: 18th April, 2025
Reference: BR250418TAAI

Keerthana Arularasan,
212, TNHB Colony,
Tambaram Sanatorium,
Chennai - 600047

Dear Keerthana,

Amura Health Private Limited (the "Company") is pleased to invite you to join the team with a full-time role, on the terms described below:

- Position.** You will start in a full-time position as **Junior Health Coach** and you will initially report to the Company's **Lead Health Coach**. By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the Company.
- Compensation and Employee Benefits.** You will be paid as compensation for your services at a Cost to the Company of **INR 3,65,000 (Rupees Three Lakh Sixty Five Thousand Only) per year**, payable on the Company's regular payroll dates.
- Confidential Information and Invention Assignment Agreement.** Like all Company's employees, you will be required, as a condition of your employment with the Company, to sign the Company's standard Confidential Information and Invention Assignment Agreement.
- Employment Relationship.** Employment with the Company is for no specific period of time. Your employment with the Company will be "at will," meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause. Any contrary representations which may have been made to you are superseded by this offer. This is the full and complete agreement between you and the Company on this term. Although your job duties, title, compensation and benefits, as well as the Company's personnel policies and procedures, may change from time to time, the "at will" nature of your employment may only be changed in an express written agreement signed by you and the Company's Authorized Signatory.
- Outside Activities.** While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.
- Withholding Taxes.** All forms of compensation referred to in this letter are subject to applicable withholding and payroll taxes.

**AMURA**

Annexure: Salary Breakup, calculated monthly
Gross Pay: INR 3,65,000 per annum

Monthly Gross Pay	30,417
Break-up of Gross Pay	
Basic Salary	15,208
House Rent Allowance	7,604
Special Allowance	2,613
Leave & Travel Allowance	3,042
PF Employer Contribution	1,950
Break-up Deductions	
PF Employee Contribution	1,800
PF Employer Contribution	1,800
PF Admin Charges	150
Professional Tax	209
Monthly Net Pay	26,458

*If applicable, Tax Deducted at Source (TDS) will be deducted.

**AMURA**7. Miscellaneous.

(a) Governing Law. The validity, interpretation, construction and performance of the terms of this letter, and all acts and transactions pursuant hereto and the rights and obligations of the parties hereto shall be governed, construed and interpreted in accordance with the laws of the Courts in Chennai, without giving effect to principles of conflicts of law.

(b) Entire Agreement. This letter sets forth the entire agreement and understanding of the parties relating to the subject matter herein and supersedes all prior or contemporaneous discussions, understandings and agreements, whether oral or written, between them relating to the subject matter hereof.

(c) Counterparts. This letter may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, and all of which together shall constitute one and the same agreement.

(d) Electronic Delivery. The Company may, in its sole discretion, decide to deliver any documents related to this letter or any notices required by applicable law by email or any other electronic means. You hereby consent to receive such documents and notices by such electronic delivery and agree to participate through an on-line or electronic system established and maintained by the Company or a third party designated by the Company.

8. Probation: The first 6 (six) months of your appointment will be subject to the standard probation. Standard leave benefits, notice period, etc., shall apply after this period ends.

This offer has been sent to you for electronic signature. By electronically signing this offer, you agree and acknowledge that you have been able to access and review the offer and choose to sign the offer electronically. If you wish to accept this offer, please electronically sign this letter and the accompanying Confidential Information and Invention Assignment Agreement. As required by law, your employment with the Company is also contingent upon your providing legal proof of your identity and authorization to work in India. This offer, if not accepted, will expire at the close of business on **19th May 2025**.

We look forward to having you join us no later than **19th May 2025**.

**FOR AMURA HEALTH PRIVATE
LIMITED**

ACCEPTED AND AGREED

Badrinath Ravindran
Chief Human Resources Officer

Keerthana Arularasan



Rini Esther

AMURA

Date: 19th April, 2025
Reference: BR250419TACI

Rini Esther D,
No 14, G A A Khan 4th Street,
Thousand Light, Chennai – 600006

Dear Rini,

Amura Health Private Limited (the “Company”) is pleased to invite you to join the team with a full-time role, on the terms described below:

- 1. Position.** You will start in a full-time position as **Junior Health Coach** and you will initially report to the Company’s **Lead Health Coach**. By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the Company.
- 2. Compensation and Employee Benefits.** You will be paid as compensation for your services at a Cost to the Company of **INR 3,65,000 (Rupees Three Lakh Sixty Five Thousand Only) per year**, payable on the Company’s regular payroll dates.
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- 4. Employment Relationship.** Employment with the Company is for no specific period of time. Your employment with the Company will be “at will,” meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause. Any contrary representations which may have been made to you are superseded by this offer. This is the full and complete agreement between you and the Company on this term. Although your job duties, title, compensation and benefits, as well as the Company’s personnel policies and procedures, may change from time to time, the “at will” nature of your employment may only be changed in an express written agreement signed by you and the Company’s Authorized Signatory.
- 5. Outside Activities.** While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.
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(a) Governing Law. The validity, interpretation, construction and performance of the terms of this letter, and all acts and transactions pursuant hereto and the rights and obligations of the parties hereto shall be governed, construed and interpreted in accordance with the laws of the Courts in Chennai, without giving effect to principles of conflicts of law.

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We look forward to having you join us no later than **19th May 2025**.

**FOR AMURA HEALTH PRIVATE
LIMITED**

ACCEPTED AND AGREED

Badrinath Ravindran
Chief Human Resources Officer

Rini Esther D



Annexure: Salary Breakup, calculated monthly
Gross Pay: INR 3,65,000 per annum

Monthly Gross Pay	30,417
Break-up of Gross Pay	
Basic Salary	15,208
House Rent Allowance	7,604
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PF Employer Contribution	1,950
Break-up Deductions	
PF Employee Contribution	1,800
PF Employer Contribution	1,800
PF Admin Charges	150
Professional Tax	209
Monthly Net Pay	26,458

*If applicable, Tax Deducted at Source (TDS) will be deducted.



Nivedita K

AMURA

Date: 19th April, 2025
Reference: BR250419TAB1

Nivedita Kannan,
No.29, F1 1st Floor Prasanti Apt.,
3rd Main Road, Vijaya Nagar,
Velachery, Chennai – 600042

Dear Nivedita,

Amura Health Private Limited (the “Company”) is pleased to invite you to join the team with a full-time role, on the terms described below:

- 1. Position.** You will start in a full-time position as **Junior Health Coach** and you will initially report to the Company’s **Lead Health Coach**. By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the Company.
- 2. Compensation and Employee Benefits.** You will be paid as compensation for your services at a Cost to the Company of **INR 3,65,000 (Rupees Three Lakh Sixty Five Thousand Only) per year**, payable on the Company’s regular payroll dates.
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Professional Tax	209
Monthly Net Pay	26,458

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S. Sham Sunder

Date – 13th Feb.2025

To

Sham Sunder S
No 1/334, Kanniamman Pettai
Andarkuppam, Manali
Chennai 600 103

Dear Sham Sunder

Sub – Offer Letter

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Process Executive**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.14,400/-** (Rupees Fourteen Thousand and Four Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

Either party can terminate the association by giving 30 days’ advance notice. During your employment, if for any reason, you do not report to office for 2 consecutive days without prior approval, your employment will be considered ceased and you will receive salary only after deducting the notice period amount. You are governed by the “Rules and Regulations” of the company which are in force or may come in force from time to time.

On behalf of **Infosearch**, we congratulate you on the offer and look forward to having you as part of our organization. Please acknowledge to confirm the receipt of this offer

Yours truly,

for Infosearch BPO Services Pvt Ltd.

Authorised Signatory.



Infosearch BPO Services Pvt Ltd.

No.237, Peters Road, Gopalapuram, Chennai - 600086. www.infosearchbpo.com

Ph : +91 44 42925000. CIN: U72400TN2005PTC055842



ISO/IEC 27001:2013



Ashish.M

Date – 13th Feb.2025

To

Ashish MNo 92/23, MA Koil Street
St. Thomas Mount, Butt Road
Chennai 600 016

Dear Ashish

Sub – Offer Letter

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Process Executive**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.14,400/-** (Rupees Fourteen Thousand and Four Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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Yours truly,

for Infosearch BPO Services Pvt Ltd.

Authorised Signatory.



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Ph : +91 44 42925000. CIN: U72400TN2005PTC055842



ISO/IEC 27001:2013



Jayakumar.G

Date – 13th Feb.2025

To

Jayakumar G
No 83/115, 3rd Street
S.K.Puram, Greenways Road
Chennai 600 028

Dear **Jayakumar****Sub – Offer Letter**

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as **“Process Executive”** in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.14,400/-** (Rupees Fourteen Thousand and Four Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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Yours truly,

for Infosearch BPO Services Pvt Ltd.

Authorised Signatory.



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Ph : +91 44 42925000. CIN: U72400TN2005PTC055842





Abdul Hakeem.R

Date – 13th Feb.2025

To

Abdul Hakeem R
No 6, Bazaar Road
Mylapore
Chennai 600 004

Dear Abdul Hakeem

Sub – Offer Letter

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Process Executive**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.14,400/-** (Rupees Fourteen Thousand and Four Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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Yours truly,

for Infosearch BPO Services Pvt Ltd.

Authorised Signatory.



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Ph : +91 44 42925000. CIN: U72400TN2005PTC055842



ISO/IEC 27001:2013



Sanjay.G

Date – 13th Feb.2025

To

Sanjay G
No 42, Pulla Avenue
Shenoy Nagar
Chennai 600 030

Dear **Sanjay****Sub – Offer Letter**

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Process Executive**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.14,400/-** (Rupees Fourteen Thousand and Four Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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Yours truly,

for Infosearch BPO Services Pvt Ltd.

Authorised Signatory.



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Ph : +91 44 42925000. CIN: U72400TN2005PTC055842



ISO/IEC 27001:2013



Thamizharasan C S

Date – 13th Feb.2025

To

Thamizharasan C S
Old No 62/2, New No 24
Vadamalai Street, Purasaiwalkam
Chennai 600 007

Dear Thamizharasan

Sub – Offer Letter

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Process Executive**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.14,400/-** (Rupees Fourteen Thousand and Four Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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On behalf of **Infosearch**, we congratulate you on the offer and look forward to having you as part of our organization. Please acknowledge to confirm the receipt of this offer

Yours truly,

for Infosearch BPO Services Pvt Ltd.

Authorised Signatory.



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Ph : +91 44 42925000. CIN: U72400TN2005PTC055842



ISO/IEC 27001:2013



S.Sanjay Kumar

Date – 13th Feb.2025

To

Sanjay Kumar SNo 11, Moogambigai Nagar
Near RR Mahal, Ponneri
Tiruvallur – 601 204Dear **Sanjay Kumar****Sub – Offer Letter**

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Executive – Call Centre**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.15,500/-** (Rupees Fifteen Thousand and Five Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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On behalf of **ISPL**, we congratulate you on the offer and look forward to having you as part of our organization. Please acknowledge to confirm the receipt of this offer

Yours truly,

for **ISPL Support Services**

Authorised Signatory.

**ANNOTATION
SUPPORT**237, Peters Road, Gopalapuram,
Chennai - 600 086. Phone : 044 - 42925000
www.isplchennai.com

T.S.Poojitha Bhavani

Date – 13th Feb.2025

To

Poojitha Bhavani T S
No 16/25, Dhamodharapuram
Main Road, Adyar
Chennai – 600 020

Dear Poojitha Bhavani

Sub – Offer Letter

With reference to your application during the Campus Interview held at your College and the subsequent Skill Test and discussion in our Office, we are pleased to offer you a position as “**Executive – Call Centre**” in our Organisation. You are hereby requested to report to duty within 10 days from the date of completion of your final exams, failing which the offer becomes invalid unless and until you get an email from the company for a later joining date. In the event, you do not clear all the papers in the final exams, the company has the right to terminate you immediately. Your Gross Monthly income will be **Rs.15,500/-** (Rupees Fifteen Thousand and Five Hundred Only). Your take home salary will be after ESI and PF Deductions as per the statutory requirement. You will be on probation for a period of six months. This is extendable, subject to company policy.

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On behalf of **ISPL**, we congratulate you on the offer and look forward to having you as part of our organization. Please acknowledge to confirm the receipt of this offer

Yours truly,

for ISPL Support Services

Authorised Signatory.

**ANNOTATION
SUPPORT**

237, Peters Road, Gopalapuram,
Chennai - 600 086. Phone : 044 - 42925000
www.isplchennai.com





Omega Healthcare Selected Students

5/21/26, 6:14 AM

Patrician College of Arts and Science Mail - FW: (External Mail): Fwd: Patrician College of Arts and Science



Placement Team Patrician <sourcehub@p

FW: (External Mail): Fwd: Patrician College of Arts and Science - Campus Drive - 18th Mar 2025

Priyadharshini Ambigapathy <Priyadharshini.Ambigapathy@omegahms.com>
To: "sourcehub@patriciancollege.ac.in" <sourcehub@patriciancollege.ac.in>

1

Hi Ashwin,

As discussed please find the below trail mail for your reference.

Thanks and Regards,



PRIYADHARSHINI AMBIGAPATHY
LEAD – TA TEAM

Omega Healthcare Management Services®
E: Priyadharshini.ambigapathy@omegahms.com
P: +91 9047593228 Chennai, Tamilnadu, India
W: omeгахms.com



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

From: **Priyadharshini Ambigapathy** <Priyadharshini.Ambigapathy@omeгахms.com>
Date: Wed, 26 Mar 2025 at 12:22
Subject: Patrician College of Arts and Science - Campus Drive - 18th Mar 2025
To: sourcehub@patriciancollege.ac.in <sourcehub@patriciancollege.ac.in>

Hello Ashwin,

Hope you doing good!!

Thank you for taking the time to meet our team during our visit to your college for campus Interview. I sincerely appreciate your flexibility and willingness t

Please find the updated attachment and below summary for your reference.

Summary:

No. of Candidates Appeared for Interview	No. of Selected Candidates for 2nd round	No. of 3 rd round Pending Candidates
60	21	13

Selects List:

Sl.No	Candidate name	Mobile No	Email ID	Department	College
1	Monica Jayaraman	7338993420	monicajayaraman2@gmail.com	B.Com	Patrician College of Arts and Science
2	Sanjay M	8925018005	sanjaysharatha_m2005@gmail.com	B.Com	Patrician College of Arts and Science
3	Thamizharasan C S	9566048620	thamizharasan2105@gmail.com	B.Com	Patrician College of Arts and Science
4	Ronald Harrison A P	7200135738	ronaldlikeswork@gmail.com	B.Com	Patrician College of Arts and Science

<https://mail.google.com/mail/u/1/?ik=582b682e32&view=pt&search=all&permmsgid=msg-f:1850293425596380199&dsqt=1&simpl=m>



5/21/26, 6:14 AM

Patrician College of Arts and Science Mail - FW: (External Mail): Fwd: Patrician College of Arts and Science

5	Yeshwanth J	9176311136	yeshwanthjeev@gmail.com	B.Com	Patrician College of Arts and Science
6	Kingisly Joshua K	9087980931	k.kingislyjoshua11@gmail.com	B.Com	Patrician College of Arts and Science
7	Vishal M	9789026166	vishal11.offl@gmail.com	B.Com	Patrician College of Arts and Science
8	Sara I A	9080695788	saralsara13550@gmail.com	B.Com	Patrician College of Arts and Science
9	Shyam R	7305425956	shyamrshyamravi@gmail.com	BA(English)	Patrician College of Arts and Science
10	Vasanth S	7305473118	pcasd22cm207@gmail.com	B.Com	Patrician College of Arts and Science
11	Archana V	9884334684	archana231204@gmail.com	BA(English)	Patrician College of Arts and Science
12	Maria Caroline Vinisha V	9345796131	vinisha2056@gmail.com	BA(English)	Patrician College of Arts and Science
13	Raghunathan R	7358416029	raghunathan2245@gmail.com	B.Com	Patrician College of Arts and Science

Thanks and Regards,

**PRIYADHARSHINI AMBIGAPATHY**

LEAD – TA TEAM

Omega Healthcare Management Services®
E: Priyadharshini.ambigapathy@omegahms.com
P: +91 9047593228

Chennai, Tamilnadu, India
W: omegahms.com

Note:

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Omega Healthcare Management Services follows applicable privacy laws and prohibits the transmission of unencrypted protected health information ("PHI") over email and networks. Should you inadvertently send or receive unencrypted PHI, please immediately report such instance to legal@omegahms.com.

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Any views expressed in this message are those of the individual sender, except where the message states otherwise and the sender is authorized to state views of any such entity.

Thank You.**OMEGA HEALTHCARE MANAGEMENT SERVICES™**

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Nithesh. U



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Electronic & Instrument Inds,
Perungudi, Chennai, Chennai, Tamil Nadu, India, 600096
www.kapitus.com

21-Apr-2025

Mr. Nithesh U,
168/2, Big Street,
Triplican,
Chennai-600005.
Mob: 9566229369

Dear **Nithesh U,**

Congratulations!!!

This refers to your subsequent interviews & discussions you have had with us.

We are pleased to extend an offer of an Internship with Kapitus Strategy Services Pvt. Ltd. During the Internship, you will be designated as an **Intern—Contract Admin** and will report to the **Lead Analyst—Operations**.

1. **Stipend:** Your total stipend will be **Rs. 15,000/p.m.** including the below-mentioned allowance.

S No	Description	Pay
1	Stipend	15000 per month
2	Night shift allowance	300 per working day
3	Over time hours spent	250 per hour

2. **Joining:** You will be joining us on or before **27-May-2025** at **06:30 PM**. The details of the onboarding process will be shared in a separate email.

3. **Location:** Your place of posting will be **Chennai**.

4. **Internship letter:** You will be given a detailed internship letter with specific terms and conditions of internship on the date of joining.

5. **Confidentiality:** Please note that your compensation is a confidential matter between you and the company. The company shall view any breach of confidentiality with utmost seriousness.

Please return the duplicate copy of this offer letter duly signed as an acknowledgment and acceptance of the offer within 3 days, failing which this offer shall stand withdrawn. We look forward to having you on board.

Jeevitha S
Head - Human Resources

Acceptance Signature: _____

Date: _____



Udhayakumar G



Anejas. 1st Floor, Block B, Plot 4 & 5,
Electronic & Instrument Inds,
Perungudi, Chennai, Chennai, Tamil Nadu, India, 600096
www.kapitus.com

21-Apr-2025

Mr. Udaya Kumar G,
No: 26/83, Mettu Street,
Samathakuppam, Vilupuram,
Tamil Nadu -604208.
Mob: 6380331901

Dear **Udaya Kumar G,**

Congratulations!!!

This refers to your subsequent interviews & discussions you have had with us.

We are pleased to extend an offer of an Internship with Kapitus Strategy Services Pvt. Ltd. During the Internship, you will be designated as an **Intern—Contract Admin** and will report to the **Lead Analyst—Operations**.

1. **Stipend:** Your total stipend will be **Rs. 15,000/p.m.** including the below-mentioned allowance.

S No	Description	Pay
1	Stipend	15000 per month
2	Night shift allowance	300 per working day
3	Over time hours spent	250 per hour

2. **Joining:** You will be joining us on or before **12-May-2025** at **06:30 PM**. The details of the onboarding process will be shared in a separate email.

3. **Location:** Your place of posting will be **Chennai**.

4. **Internship letter:** You will be given a detailed internship letter with specific terms and conditions of internship on the date of joining.

5. **Confidentiality:** Please note that your compensation is a confidential matter between you and the company. The company shall view any breach of confidentiality with utmost seriousness.

Please return the duplicate copy of this offer letter duly signed as an acknowledgment and acceptance of the offer within 3 days, failing which this offer shall stand withdrawn. We look forward to having you on board.

Jeevitha S
Head - Human Resources

Acceptance Signature: _____

Date: _____



Kishore M



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Perungudi, Chennai, Chennai, Tamil Nadu, India, 600096
www.kapitus.com

21-Apr-2025

Mr. Kishore M,

No: 3/248E, 4th street,
DSG Nagar, Palavakkam,
Chennai-600041.

Mob: 9150755667Dear **Kishore M,**

Congratulations!!!

This refers to your subsequent interviews & discussions you have had with us.

We are pleased to extend an offer of an Internship with Kapitus Strategy Services Pvt. Ltd. During the Internship, you will be designated as an **Intern—Contract Admin** and will report to the **Lead Analyst—Operations**.

1. **Stipend:** Your total stipend will be **Rs. 15,000/p.m.** including the below-mentioned allowance.

S No	Description	Pay
1	Stipend	15000 per month
2	Night shift allowance	300 per working day
3	Over time hours spent	250 per hour

2. **Joining:** You will be joining us on or before **27-May-2025** at **06:30 PM**. The details of the onboarding process will be shared in a separate email.

3. **Location:** Your place of posting will be **Chennai**.

4. **Internship letter:** You will be given a detailed internship letter with specific terms and conditions of internship on the date of joining.

5. **Confidentiality:** Please note that your compensation is a confidential matter between you and the company. The company shall view any breach of confidentiality with utmost seriousness.

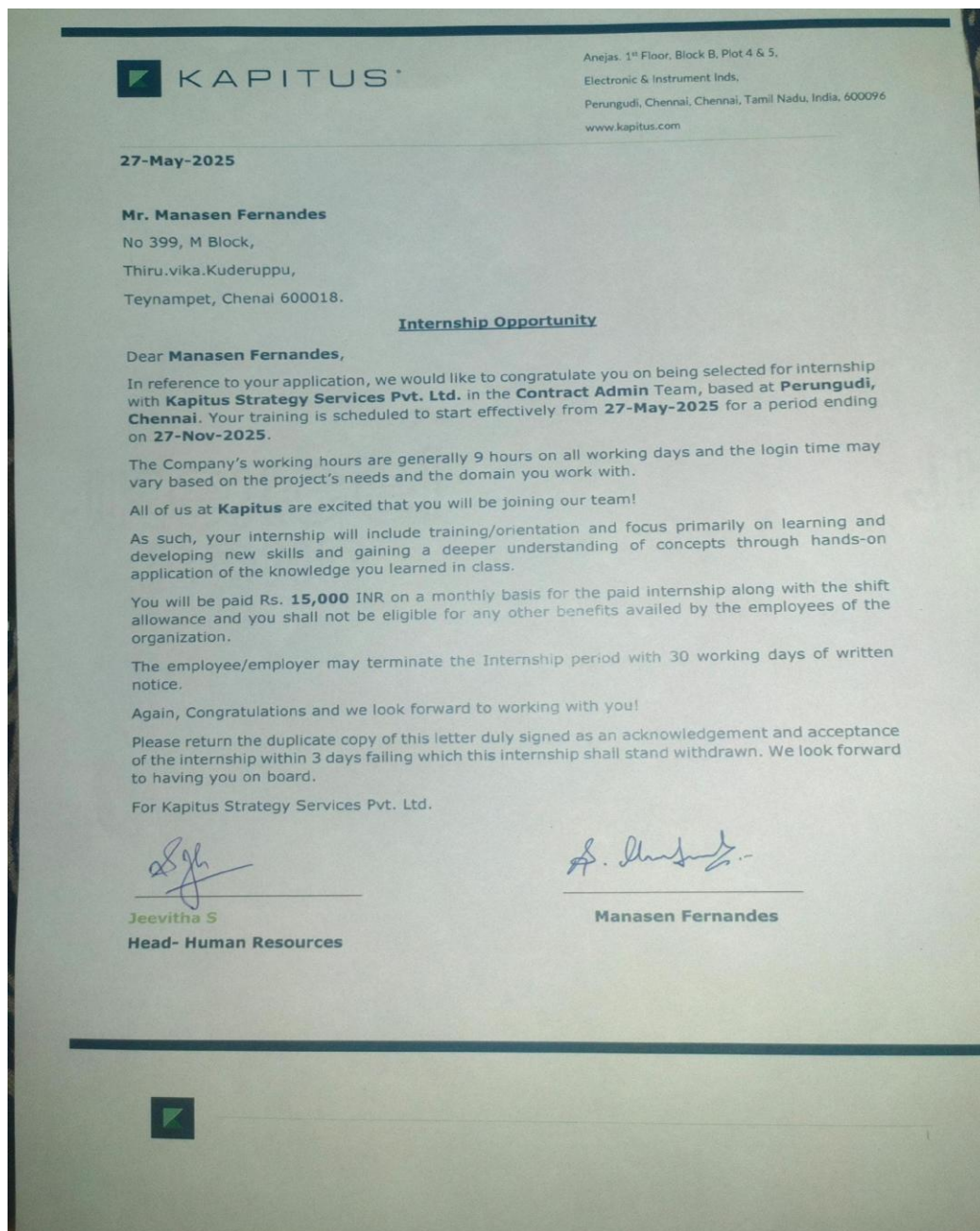
Please return the duplicate copy of this offer letter duly signed as an acknowledgment and acceptance of the offer within 3 days, failing which this offer shall stand withdrawn. We look forward to having you on board.

Jeevitha S
Head - Human Resources

Acceptance Signature: _____

Date: _____

Manasen Fernandes





Ronald Harrison



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Perungudi, Chennai, Chennai, Tamil Nadu, India, 600096
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21-Apr-2025

Mr. Ronald Harrison,
#G1, 2nd Block, Royce villa,
3rd street, Mullai Nagar,
Ramapuram, Chennai-600089.
Mob: 7200135738

Dear **Ronald Harrison,**

Congratulations!!!

This refers to your subsequent interviews & discussions you have had with us.

We are pleased to extend an offer of an Internship with Kapitus Strategy Services Pvt. Ltd. During the Internship, you will be designated as an **Intern—Contract Admin** and will report to the **Lead Analyst—Operations**.

1. **Stipend:** Your total stipend will be **Rs. 15,000/p.m.** including the below-mentioned allowance.

S No	Description	Pay
1	Stipend	15000 per month
2	Night shift allowance	300 per working day
3	Over time hours spent	250 per hour

2. **Joining:** You will be joining us on or before **27-May-2025** at **06:30 PM**. The details of the onboarding process will be shared in a separate email.

3. **Location:** Your place of posting will be **Chennai**.

4. **Internship letter:** You will be given a detailed internship letter with specific terms and conditions of internship on the date of joining.

5. **Confidentiality:** Please note that your compensation is a confidential matter between you and the company. The company shall view any breach of confidentiality with utmost seriousness.

Please return the duplicate copy of this offer letter duly signed as an acknowledgment and acceptance of the offer within 3 days, failing which this offer shall stand withdrawn. We look forward to having you on board.

Jeevitha S
Head - Human Resources

Acceptance Signature: _____

Date: _____



Rechel O B

**Date: 14-Mar-2025****Dear Rechel O. B**

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

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

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. You are passing in all subjects of your academic graduation within the scheduled original course duration.
 - b. In case, if it emerges at the time of joining Movate that you have a backlog of subjects under your academic graduation and have not passed through you shall not be eligible for selection to Movate.
 - c. You are completing the Pre-onboarding training and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you, notwithstanding you are passing your academic degree qualification and you meeting the requisite standards specified by Movate in this conditional offer letter. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. Please be specifically informed that this offer of employment is specific to projects that Movate may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining Movate and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

MOVATE TECHNOLOGIES PRIVATE LIMITED**CIN: U72900TN2000PTC115034**

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Tamil Nadu, India Tel: +91 44 6632 2000; www.movate.com



24. **Code of Conduct:** Any violation of the above mentioned or any other Company procedures and policies would attract action as per Company's disciplinary policy in force, including and up to termination of employment. In the event of termination by Company on account of breach of disciplinary policy, the Company will not be liable to payback any amount in lieu of notice. You shall conduct yourself in conformity with the code of conduct of the Company, as in force from time to time, a copy of which would be provided to you at the time of your joining and can also be viewed in Company's intranet. Further, you shall carryout the instructions in letter & spirit, given by your superiors and shall not disobey the instructions given. You would be given the required opportunity to discuss with your superiors and raise your concerns before the appropriate forums within the organization and you shall not discuss or air your views (which may cause loss to the image and reputation of the Company) in public.
25. **Retirement:** You will retire on the last day of the month in which you complete sixty (60) years of age.
26. **Personal Indebtedness:** Company shall not be responsible for any personal indebtedness or other liabilities incurred by you, during the term of your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without necessary written authorization from the designated Official of the Company.
27. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

The date of joining shall be communicated in a separate e-mail. As a token of acceptance, please send the signed copy of this offer letter within 2 business days from the date of receipt of this offer letter.

For Movate Technologies Private Limited



Padma Jayaraman

Senior Associate Director, Campus and Institutional Alliances

Annexure 1 – Salary Working & Benefits

Annexure 2 – Documents to be Submitted

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magazine publication relating to the Company's products, services or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the explicit written permission from the Company. Any breach thereof, shall be deemed to be a violation of the Company policies and would be treated in accordance with clause 22 of the terms of this offer and policies of the Company then in force.

18. **Assets and Materials furnished by Company:** Company shall own all assets, materials / equipment it provides to you. You shall return all assets, documents, files, materials / equipment upon the earlier of the termination of your services or Company's request for return of such assets, materials, etc. You shall be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Noncompliance to return of Company's assets would entail serious action for the recovery of such asset(s), both by civil and criminal action.
19. **Non-Solicitation:** For a period of one (1) year after termination of your employment with the Company, you shall refrain from soliciting for rendering your services in any capacity to any client or customers for which you have performed services as an employee of the Company during the twelve (12) months prior to your separation from the Company. During the term of your employment with the Company and for a period of twelve (12) months thereon, you shall not solicit, entice the employees, agents, any other personnel, and contractors of the Company to terminate their employment with the Company / join with any other organization / firm. For the purpose of this para, the expressions client or customers mean those with whom you have interacted or dealt with by virtue of your employment with the Company, during the term of your employment with the Company.
20. **Work Done for Hire:** All work product(s), tangible / intangible properties prepared or developed or conceived by you, during the term of your employment with the Company, shall be considered works made for hire owned exclusively by Company. You shall not have any rights (of whatsoever nature) in the intellectual property right (of any kind including but not limited to the right to be identified as author and the right of ownership etc) prepared or developed or conceived in connection with your services to Company. You agree to, both during and after the term of your employment with the Company, execute all papers, including without limitation copyright applications, patent applications, declarations, oaths, assignments of priority rights, and powers of attorney, which the Company and/or its customers may deem necessary or desirable in order to protect the rights and interests in any work products and such other deliverables. In addition, you hereby irrevocably designate and appoint the Company and/or its customers as your agent and attorney-in-fact to execute any such papers on your behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any work products or deliverables. To the extent any such work products and/or deliverables is (for any reason whatsoever) determined not to be "work made for hire," You hereby irrevocably and exclusively assign, transfer and convey to the Company and/or its customers all intellectual property rights, in and to any and all such work products and deliverables.
21. **Governing Agreement:** If you have [executed / to execute] any agreement(s) in connection with the Company then your services shall also be governed by such applicable agreement(s). With respect to any subject matter(s) / issue(s), if any conflict arises between this Offer Letter and any such applicable agreement(s) then the respective provision(s) in such agreement(s) shall prevail over this Offer Letter.
22. **Tax:** All payments due payable to you by the Company shall be subject to deduction of all applicable taxes / levies, as per the prevailing statutory provisions.
23. **Termination for breach:** Company reserves its right to terminate your employment on grounds of breach of policy, misconduct or where your performance has been found to be unsatisfactory.

MOVATE TECHNOLOGIES PRIVATE LIMITED

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11. **Background Verification:** The Company shall also conduct a background and reference check as per Company policy. In the event the results of such checks are unsatisfactory on any account or if any information or declaration given by you to the Company proves to be false or if you are found to have willfully suppressed any material information, your services will be terminated immediately without prior notice. Further, you will be liable to payback all the expenses incurred by the Company as mentioned in Clause 13.
12. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving 15 days' notice in writing or 15 days gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
13. **Termination:** Post confirmation of employment, your services may be terminated by either party by giving Thirty (30) days written notice or One (1) month gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
14. **Return of benefits:** For any reason, should you cease to be an employee of the Company within one (1) year of your joining date, you shall be liable to payback immediately all the expenses incurred by the Company including but not limited to joining bonus, notice period buy-out cost, training cost, relocation expenses, any brokerage commission / fee, certification costs etc. Without prejudice to any other rights of the Company, such liabilities shall be considered as a due from you and recoverable / deductible from any payments payable by the Company to you.
15. **Unauthorized absence:** Unauthorized absence or absence without permission from duty for a continuous period of five (5) working days would make you lose your lien on employment. In such case, Company reserves its right to terminate your employment without any further notice. In addition, you will be liable to payback all the expenses incurred by the Company up to the effective date of termination.
16. **Secrecy:** During the period of your employment, you will work honestly, faithfully, diligently, and efficiently for the growth of the Company. You are expected to maintain utmost secrecy with regards to the affairs of the Company and shall keep confidential, any information, instruments, documents, etc., relating to the Company that may come to your professional knowledge as an employee of the Company. You will also be required to sign a Proprietary Information and Inventions agreement on joining.
17. **Activities:** During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up (whether part time or otherwise) any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company. Also, you shall not commit / involve (whether directly or indirectly) in any act or omission (whether intentional or reckless or negligent or otherwise) which prejudices the interest(s) / goodwill of the Company. You shall not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including

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**TERMS AND CONDITIONS:**

1. **Gross Cost to Company:** The position includes a gross CTC of **Rs.2,40,000/-** (Two Lakh Forty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be **Rs.2,16,000/-** (Rupees Two Lakhs and Sixteen Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of **Rs.24,000/-** (Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon joining the Company, you will be positioned as **Grade JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 3 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, do refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
8. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) email address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
9. **Time Zones:** You shall be present in the office during shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
10. **Transport Facility:** In accordance with the Company's policy, Company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

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**DECLARATION**

1. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
2. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
3. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.

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

Accepted:

Candidate Signature

Date

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Annexure 1			
Name: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Designation : Trainee	Grade:	JL1B	
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	7,390	88,680
House Rent Allowance	50% of Basic Pay	3,695	44,340
Statutory Bonus	As per the Act	1,478	17,736
Special Allowance*	Balancing Component	4,063	48,752
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1,374	16,492
Total Guaranteed Compensation (TGC)		18,000	2,16,000
Variable Component			
Variable Performance Pay**			24,000
Gross Cost to Company (CTC)			2,40,000
Benefits			
Hospitalization Insurance for Self, Spouse & 3 Dependent children (GMC)			300,000
Group Personal Accidental Cover (GPA)			1,500,000
Group Term Life Insurance Cover (GTL)			1,500,000
Employee Direct Linked Insurance Cover (EDLI)			705,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to	45 days Basic		
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			

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Soma Shekhar Krishna

**Date: 14-Mar-2025****Dear Soma Sekhar Krishna P N V**

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

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

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. You are passing in all subjects of your academic graduation within the scheduled original course duration.
 - b. In case, if it emerges at the time of joining Movate that you have a backlog of subjects under your academic graduation and have not passed through you shall not be eligible for selection to Movate.
 - c. You are completing the Pre-onboarding training and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you, notwithstanding you are passing your academic degree qualification and you meeting the requisite standards specified by Movate in this conditional offer letter. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. Please be specifically informed that this offer of employment is specific to projects that Movate may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining Movate and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

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**DECLARATION**

1. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
2. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
3. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.

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

Accepted: 
Candidate Signature

Date 16/03/25

MOVATE TECHNOLOGIES PRIVATE LIMITED

CIN: U72900TN2000PTC115034

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Tamil Nadu, India Tel: +91 44 6632 2000; www.movate.com



Annexure 1			
Name: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Designation : Trainee		Grade:	JL1B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	7,390	88,680
House Rent Allowance	50% of Basic Pay	3,695	44,340
Statutory Bonus	As per the Act	1,478	17,736
Special Allowance*	Balancing Component	4,063	48,752
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1,374	16,492
Total Guaranteed Compensation (TGC)		18,000	2,16,000
Variable Component			
Variable Performance Pay**			24,000
Gross Cost to Company (CTC)			2,40,000
Benefits			
Hospitalization Insurance for Self, Spouse & 3 Dependent children (GMC)			300,000
Group Personal Accidental Cover (GPA)			1,500,000
Group Term Life Insurance Cover (GTL)			1,500,000
Employee Direct Linked Insurance Cover (EDLI)			705,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to	45 days Basic		
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			

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24. **Code of Conduct:** Any violation of the above mentioned or any other Company procedures and policies would attract action as per Company's disciplinary policy in force, including and up to termination of employment. In the event of termination by Company on account of breach of disciplinary policy, the Company will not be liable to payback any amount in lieu of notice. You shall conduct yourself in conformity with the code of conduct of the Company, as in force from time to time, a copy of which would be provided to you at the time of your joining and can also be viewed in Company's intranet. Further, you shall carryout the instructions in letter & spirit, given by your superiors and shall not disobey the instructions given. You would be given the required opportunity to discuss with your superiors and raise your concerns before the appropriate forums within the organization and you shall not discuss or air your views (which may cause loss to the image and reputation of the Company) in public.
25. **Retirement:** You will retire on the last day of the month in which you complete sixty (60) years of age.
26. **Personal Indebtedness:** Company shall not be responsible for any personal indebtedness or other liabilities incurred by you, during the term of your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without necessary written authorization from the designated Official of the Company.
27. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

The date of joining shall be communicated in a separate e-mail. As a token of acceptance, please send the signed copy of this offer letter within 2 business days from the date of receipt of this offer letter.

For Movate Technologies Private Limited

Padma Jayaraman

Senior Associate Director, Campus and Institutional Alliances

Annexure 1 – Salary Working & Benefits

Annexure 2 – Documents to be Submitted

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magazine publication relating to the Company's products, services or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the explicit written permission from the Company. Any breach thereof, shall be deemed to be a violation of the Company policies and would be treated in accordance with clause 22 of the terms of this offer and policies of the Company then in force.

18. **Assets and Materials furnished by Company:** Company shall own all assets, materials / equipment it provides to you. You shall return all assets, documents, files, materials / equipment upon the earlier of the termination of your services or Company's request for return of such assets, materials, etc. You shall be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Noncompliance to return of Company's assets would entail serious action for the recovery of such asset(s), both by civil and criminal action.
19. **Non-Solicitation:** For a period of one (1) year after termination of your employment with the Company, you shall refrain from soliciting for rendering your services in any capacity to any client or customers for which you have performed services as an employee of the Company during the twelve (12) months prior to your separation from the Company. During the term of your employment with the Company and for a period of twelve (12) months thereon, you shall not solicit, entice the employees, agents, any other personnel, and contractors of the Company to terminate their employment with the Company / join with any other organization / firm. For the purpose of this para, the expressions client or customers mean those with whom you have interacted or dealt with by virtue of your employment with the Company, during the term of your employment with the Company.
20. **Work Done for Hire:** All work product(s), tangible / intangible properties prepared or developed or conceived by you, during the term of your employment with the Company, shall be considered works made for hire owned exclusively by Company. You shall not have any rights (of whatsoever nature) in the intellectual property right (of any kind including but not limited to the right to be identified as author and the right of ownership etc) prepared or developed or conceived in connection with your services to Company. You agree to, both during and after the term of your employment with the Company, execute all papers, including without limitation copyright applications, patent applications, declarations, oaths, assignments of priority rights, and powers of attorney, which the Company and/or its customers may deem necessary or desirable in order to protect the rights and interests in any work products and such other deliverables. In addition, you hereby irrevocably designate and appoint the Company and/or its customers as your agent and attorney-in-fact to execute any such papers on your behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any work products or deliverables. To the extent any such work products and/or deliverables is (for any reason whatsoever) determined not to be "work made for hire," You hereby irrevocably and exclusively assign, transfer and convey to the Company and/or its customers all intellectual property rights, in and to any and all such work products and deliverables.
21. **Governing Agreement:** If you have [executed / to execute] any agreement(s) in connection with the Company then your services shall also be governed by such applicable agreement(s). With respect to any subject matter(s) / issue(s), if any conflict arises between this Offer Letter and any such applicable agreement(s) then the respective provision(s) in such agreement(s) shall prevail over this Offer Letter.
22. **Tax:** All payments due payable to you by the Company shall be subject to deduction of all applicable taxes / levies, as per the prevailing statutory provisions.
23. **Termination for breach:** Company reserves its right to terminate your employment on grounds of breach of policy, misconduct or where your performance has been found to be unsatisfactory.

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11. **Background Verification:** The Company shall also conduct a background and reference check as per Company policy. In the event the results of such checks are unsatisfactory on any account or if any information or declaration given by you to the Company proves to be false or if you are found to have willfully suppressed any material information, your services will be terminated immediately without prior notice. Further, you will be liable to payback all the expenses incurred by the Company as mentioned in Clause 13.
12. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving 15 days' notice in writing or 15 days gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
13. **Termination:** Post confirmation of employment, your services may be terminated by either party by giving Thirty (30) days written notice or One (1) month gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
14. **Return of benefits:** For any reason, should you cease to be an employee of the Company within one (1) year of your joining date, you shall be liable to payback immediately all the expenses incurred by the Company including but not limited to joining bonus, notice period buy-out cost, training cost, relocation expenses, any brokerage commission / fee, certification costs etc. Without prejudice to any other rights of the Company, such liabilities shall be considered as a due from you and recoverable / deductible from any payments payable by the Company to you.
15. **Unauthorized absence:** Unauthorized absence or absence without permission from duty for a continuous period of five (5) working days would make you lose your lien on employment. In such case, Company reserves its right to terminate your employment without any further notice. In addition, you will be liable to payback all the expenses incurred by the Company up to the effective date of termination.
16. **Secrecy:** During the period of your employment, you will work honestly, faithfully, diligently, and efficiently for the growth of the Company. You are expected to maintain utmost secrecy with regards to the affairs of the Company and shall keep confidential, any information, instruments, documents, etc., relating to the Company that may come to your professional knowledge as an employee of the Company. You will also be required to sign a Proprietary Information and Inventions agreement on joining.
17. **Activities:** During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up (whether part time or otherwise) any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company. Also, you shall not commit / involve (whether directly or indirectly) in any act or omission (whether intentional or reckless or negligent or otherwise) which prejudices the interest(s) / goodwill of the Company. You shall not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including

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TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of **Rs.2,40,000/-** (Two Lakh Forty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be **Rs.2,16,000/-** (Rupees Two Lakhs and Sixteen Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of **Rs.24,000/-** (Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon joining the Company, you will be positioned as **Grade JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 3 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, do refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
8. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) email address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
9. **Time Zones:** You shall be present in the office during shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
10. **Transport Facility:** In accordance with the Company's policy, Company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

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Yeshwanth J

**Date: 14-Mar-2025****Dear yeshwanth J**

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

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

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. You are passing in all subjects of your academic graduation within the scheduled original course duration.
 - b. In case, if it emerges at the time of joining Movate that you have a backlog of subjects under your academic graduation and have not passed through you shall not be eligible for selection to Movate.
 - c. You are completing the Pre-onboarding training and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you, notwithstanding you are passing your academic degree qualification and you meeting the requisite standards specified by Movate in this conditional offer letter. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. Please be specifically informed that this offer of employment is specific to projects that Movate may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining Movate and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

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Annexure 1			
Name: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Designation : Trainee	Grade:	JL1B	
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	7,390	88,680
House Rent Allowance	50% of Basic Pay	3,695	44,340
Statutory Bonus	As per the Act	1,478	17,736
Special Allowance*	Balancing Component	4,063	48,752
Statutory Component			
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Group Term Life Insurance Cover (GTL)			1,500,000
Employee Direct Linked Insurance Cover (EDLI)			705,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to	45 days Basic		
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			

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25. **Retirement:** You will retire on the last day of the month in which you complete sixty (60) years of age.
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27. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

The date of joining shall be communicated in a separate e-mail. As a token of acceptance, please send the signed copy of this offer letter within 2 business days from the date of receipt of this offer letter.

For Movate Technologies Private Limited



Padma Jayaraman

Senior Associate Director, Campus and Institutional Alliances

Annexure 1 – Salary Working & Benefits

Annexure 2 – Documents to be Submitted

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magazine publication relating to the Company's products, services or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the explicit written permission from the Company. Any breach thereof, shall be deemed to be a violation of the Company policies and would be treated in accordance with clause 22 of the terms of this offer and policies of the Company then in force.

18. **Assets and Materials furnished by Company:** Company shall own all assets, materials / equipment it provides to you. You shall return all assets, documents, files, materials / equipment upon the earlier of the termination of your services or Company's request for return of such assets, materials, etc. You shall be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Noncompliance to return of Company's assets would entail serious action for the recovery of such asset(s), both by civil and criminal action.
19. **Non-Solicitation:** For a period of one (1) year after termination of your employment with the Company, you shall refrain from soliciting for rendering your services in any capacity to any client or customers for which you have performed services as an employee of the Company during the twelve (12) months prior to your separation from the Company. During the term of your employment with the Company and for a period of twelve (12) months thereon, you shall not solicit, entice the employees, agents, any other personnel, and contractors of the Company to terminate their employment with the Company / join with any other organization / firm. For the purpose of this para, the expressions client or customers mean those with whom you have interacted or dealt with by virtue of your employment with the Company, during the term of your employment with the Company.
20. **Work Done for Hire:** All work product(s), tangible / intangible properties prepared or developed or conceived by you, during the term of your employment with the Company, shall be considered works made for hire owned exclusively by Company. You shall not have any rights (of whatsoever nature) in the intellectual property right (of any kind including but not limited to the right to be identified as author and the right of ownership etc) prepared or developed or conceived in connection with your services to Company. You agree to, both during and after the term of your employment with the Company, execute all papers, including without limitation copyright applications, patent applications, declarations, oaths, assignments of priority rights, and powers of attorney, which the Company and/or its customers may deem necessary or desirable in order to protect the rights and interests in any work products and such other deliverables. In addition, you hereby irrevocably designate and appoint the Company and/or its customers as your agent and attorney-in-fact to execute any such papers on your behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any work products or deliverables. To the extent any such work products and/or deliverables is (for any reason whatsoever) determined not to be "work made for hire," You hereby irrevocably and exclusively assign, transfer and convey to the Company and/or its customers all intellectual property rights, in and to any and all such work products and deliverables.
21. **Governing Agreement:** If you have [executed / to execute] any agreement(s) in connection with the Company then your services shall also be governed by such applicable agreement(s). With respect to any subject matter(s) / issue(s), if any conflict arises between this Offer Letter and any such applicable agreement(s) then the respective provision(s) in such agreement(s) shall prevail over this Offer Letter.
22. **Tax:** All payments due payable to you by the Company shall be subject to deduction of all applicable taxes / levies, as per the prevailing statutory provisions.
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12. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving 15 days' notice in writing or 15 days gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
13. **Termination:** Post confirmation of employment, your services may be terminated by either party by giving Thirty (30) days written notice or One (1) month gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
14. **Return of benefits:** For any reason, should you cease to be an employee of the Company within one (1) year of your joining date, you shall be liable to payback immediately all the expenses incurred by the Company including but not limited to joining bonus, notice period buy-out cost, training cost, relocation expenses, any brokerage commission / fee, certification costs etc. Without prejudice to any other rights of the Company, such liabilities shall be considered as a due from you and recoverable / deductible from any payments payable by the Company to you.
15. **Unauthorized absence:** Unauthorized absence or absence without permission from duty for a continuous period of five (5) working days would make you lose your lien on employment. In such case, Company reserves its right to terminate your employment without any further notice. In addition, you will be liable to payback all the expenses incurred by the Company up to the effective date of termination.
16. **Secrecy:** During the period of your employment, you will work honestly, faithfully, diligently, and efficiently for the growth of the Company. You are expected to maintain utmost secrecy with regards to the affairs of the Company and shall keep confidential, any information, instruments, documents, etc., relating to the Company that may come to your professional knowledge as an employee of the Company. You will also be required to sign a Proprietary Information and Inventions agreement on joining.
17. **Activities:** During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up (whether part time or otherwise) any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company. Also, you shall not commit / involve (whether directly or indirectly) in any act or omission (whether intentional or reckless or negligent or otherwise) which prejudices the interest(s) / goodwill of the Company. You shall not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including

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**TERMS AND CONDITIONS:**

1. **Gross Cost to Company:** The position includes a gross CTC of **Rs.2,40,000/-** (Two Lakh Forty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be **Rs.2,16,000/-** (Rupees Two Lakhs and Sixteen Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of **Rs.24,000/-** (Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon joining the Company, you will be positioned as **Grade JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 3 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, do refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
8. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) email address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
9. **Time Zones:** You shall be present in the office during shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
10. **Transport Facility:** In accordance with the Company's policy, Company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

MOVATE TECHNOLOGIES PRIVATE LIMITED

CIN: U72900TN2000PTC115034

Regd. Address: 6th Floor, Ambit IT Park, No. 32A & B, Ambit Road, Ambattur Industrial Estate, Chennai - 600058,
Tamil Nadu, India Tel: +91 44 6632 2000; www.movate.com

**DECLARATION**

1. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
2. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
3. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.

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

Accepted:

Candidate Signature

Date

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Deepak M



Date: 14-Mar-2025

Dear Deepak M

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

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

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. You are passing in all subjects of your academic graduation within the scheduled original course duration.
 - b. In case, if it emerges at the time of joining Movate that you have a backlog of subjects under your academic graduation and have not passed through you shall not be eligible for selection to Movate.
 - c. You are completing the Pre-onboarding training and passing through necessary HR formalities, including but not limited to Background Verification.
2. Movate will have the absolute right and discretion to offer employment to you, notwithstanding you are passing your academic degree qualification and you meeting the requisite standards specified by Movate in this conditional offer letter. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.
3. Please be specifically informed that this offer of employment is specific to projects that Movate may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining Movate and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

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Annexure 1			
Name: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Designation : Trainee	Grade:	JL1B	
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	7,390	88,680
House Rent Allowance	50% of Basic Pay	3,695	44,340
Statutory Bonus	As per the Act	1,478	17,736
Special Allowance*	Balancing Component	4,063	48,752
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1,374	16,492
Total Guaranteed Compensation (TGC)		18,000	2,16,000
Variable Component			
Variable Performance Pay**			24,000
Gross Cost to Company (CTC)			2,40,000
Benefits			
Hospitalization Insurance for Self, Spouse & 3 Dependent children (GMC)			300,000
Group Personal Accidental Cover (GPA)			1,500,000
Group Term Life Insurance Cover (GTL)			1,500,000
Employee Direct Linked Insurance Cover (EDLI)			705,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to	45 days Basic		
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			

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24. **Code of Conduct:** Any violation of the above mentioned or any other Company procedures and policies would attract action as per Company's disciplinary policy in force, including and up to termination of employment. In the event of termination by Company on account of breach of disciplinary policy, the Company will not be liable to payback any amount in lieu of notice. You shall conduct yourself in conformity with the code of conduct of the Company, as in force from time to time, a copy of which would be provided to you at the time of your joining and can also be viewed in Company's intranet. Further, you shall carryout the instructions in letter & spirit, given by your superiors and shall not disobey the instructions given. You would be given the required opportunity to discuss with your superiors and raise your concerns before the appropriate forums within the organization and you shall not discuss or air your views (which may cause loss to the image and reputation of the Company) in public.
25. **Retirement:** You will retire on the last day of the month in which you complete sixty (60) years of age.
26. **Personal Indebtedness:** Company shall not be responsible for any personal indebtedness or other liabilities incurred by you, during the term of your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without necessary written authorization from the designated Official of the Company.
27. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

The date of joining shall be communicated in a separate e-mail. As a token of acceptance, please send the signed copy of this offer letter within 2 business days from the date of receipt of this offer letter.

For Movate Technologies Private Limited



Padma Jayaraman

Senior Associate Director, Campus and Institutional Alliances

Annexure 1 – Salary Working & Benefits

Annexure 2 – Documents to be Submitted

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magazine publication relating to the Company's products, services or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the explicit written permission from the Company. Any breach thereof, shall be deemed to be a violation of the Company policies and would be treated in accordance with clause 22 of the terms of this offer and policies of the Company then in force.

18. **Assets and Materials furnished by Company:** Company shall own all assets, materials / equipment it provides to you. You shall return all assets, documents, files, materials / equipment upon the earlier of the termination of your services or Company's request for return of such assets, materials, etc. You shall be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Noncompliance to return of Company's assets would entail serious action for the recovery of such asset(s), both by civil and criminal action.
19. **Non-Solicitation:** For a period of one (1) year after termination of your employment with the Company, you shall refrain from soliciting for rendering your services in any capacity to any client or customers for which you have performed services as an employee of the Company during the twelve (12) months prior to your separation from the Company. During the term of your employment with the Company and for a period of twelve (12) months thereon, you shall not solicit, entice the employees, agents, any other personnel, and contractors of the Company to terminate their employment with the Company / join with any other organization / firm. For the purpose of this para, the expressions client or customers mean those with whom you have interacted or dealt with by virtue of your employment with the Company, during the term of your employment with the Company.
20. **Work Done for Hire:** All work product(s), tangible / intangible properties prepared or developed or conceived by you, during the term of your employment with the Company, shall be considered works made for hire owned exclusively by Company. You shall not have any rights (of whatsoever nature) in the intellectual property right (of any kind including but not limited to the right to be identified as author and the right of ownership etc) prepared or developed or conceived in connection with your services to Company. You agree to, both during and after the term of your employment with the Company, execute all papers, including without limitation copyright applications, patent applications, declarations, oaths, assignments of priority rights, and powers of attorney, which the Company and/or its customers may deem necessary or desirable in order to protect the rights and interests in any work products and such other deliverables. In addition, you hereby irrevocably designate and appoint the Company and/or its customers as your agent and attorney-in-fact to execute any such papers on your behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any work products or deliverables. To the extent any such work products and/or deliverables is (for any reason whatsoever) determined not to be "work made for hire," You hereby irrevocably and exclusively assign, transfer and convey to the Company and/or its customers all intellectual property rights, in and to any and all such work products and deliverables.
21. **Governing Agreement:** If you have [executed / to execute] any agreement(s) in connection with the Company then your services shall also be governed by such applicable agreement(s). With respect to any subject matter(s) / issue(s), if any conflict arises between this Offer Letter and any such applicable agreement(s) then the respective provision(s) in such agreement(s) shall prevail over this Offer Letter.
22. **Tax:** All payments due payable to you by the Company shall be subject to deduction of all applicable taxes / levies, as per the prevailing statutory provisions.
23. **Termination for breach:** Company reserves its right to terminate your employment on grounds of breach of policy, misconduct or where your performance has been found to be unsatisfactory.

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11. **Background Verification:** The Company shall also conduct a background and reference check as per Company policy. In the event the results of such checks are unsatisfactory on any account or if any information or declaration given by you to the Company proves to be false or if you are found to have willfully suppressed any material information, your services will be terminated immediately without prior notice. Further, you will be liable to payback all the expenses incurred by the Company as mentioned in Clause 13.
12. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving 15 days' notice in writing or 15 days gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
13. **Termination:** Post confirmation of employment, your services may be terminated by either party by giving Thirty (30) days written notice or One (1) month gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
14. **Return of benefits:** For any reason, should you cease to be an employee of the Company within one (1) year of your joining date, you shall be liable to payback immediately all the expenses incurred by the Company including but not limited to joining bonus, notice period buy-out cost, training cost, relocation expenses, any brokerage commission / fee, certification costs etc. Without prejudice to any other rights of the Company, such liabilities shall be considered as a due from you and recoverable / deductible from any payments payable by the Company to you.
15. **Unauthorized absence:** Unauthorized absence or absence without permission from duty for a continuous period of five (5) working days would make you lose your lien on employment. In such case, Company reserves its right to terminate your employment without any further notice. In addition, you will be liable to payback all the expenses incurred by the Company up to the effective date of termination.
16. **Secrecy:** During the period of your employment, you will work honestly, faithfully, diligently, and efficiently for the growth of the Company. You are expected to maintain utmost secrecy with regards to the affairs of the Company and shall keep confidential, any information, instruments, documents, etc., relating to the Company that may come to your professional knowledge as an employee of the Company. You will also be required to sign a Proprietary Information and Inventions agreement on joining.
17. **Activities:** During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up (whether part time or otherwise) any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company. Also, you shall not commit / involve (whether directly or indirectly) in any act or omission (whether intentional or reckless or negligent or otherwise) which prejudices the interest(s) / goodwill of the Company. You shall not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including

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TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of **Rs.2,40,000/-** (Two Lakh Forty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be **Rs.2,16,000/-** (Rupees Two Lakhs and Sixteen Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of **Rs.24,000/-** (Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon joining the Company, you will be positioned as **Grade JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 3 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, do refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
8. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) email address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
9. **Time Zones:** You shall be present in the office during shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
10. **Transport Facility:** In accordance with the Company's policy, Company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

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**DECLARATION**

1. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.
2. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
3. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.

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

Accepted:

Candidate Signature

Date

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Julien Jacob



Date: 14-Mar-2025

Dear Julien Jacob J

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

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

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:
 - a. You are passing in all subjects of your academic graduation within the scheduled original course duration.
 - b. In case, if it emerges at the time of joining Movate that you have a backlog of subjects under your academic graduation and have not passed through you shall not be eligible for selection to Movate.
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2. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.
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Accepted:

Candidate Signature

Date

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Annexure 1			
Name: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Designation : Trainee	Grade:	JL1B	
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	7,390	88,680
House Rent Allowance	50% of Basic Pay	3,695	44,340
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Employee Direct Linked Insurance Cover (EDLI)			705,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to	45 days Basic		
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
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26. **Personal Indebtedness:** Company shall not be responsible for any personal indebtedness or other liabilities incurred by you, during the term of your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without necessary written authorization from the designated Official of the Company.
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The date of joining shall be communicated in a separate e-mail. As a token of acceptance, please send the signed copy of this offer letter within 2 business days from the date of receipt of this offer letter.

For Movate Technologies Private Limited



Padma Jayaraman

Senior Associate Director, Campus and Institutional Alliances

Annexure 1 – Salary Working & Benefits

Annexure 2 – Documents to be Submitted

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18. **Assets and Materials furnished by Company:** Company shall own all assets, materials / equipment it provides to you. You shall return all assets, documents, files, materials / equipment upon the earlier of the termination of your services or Company's request for return of such assets, materials, etc. You shall be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Noncompliance to return of Company's assets would entail serious action for the recovery of such asset(s), both by civil and criminal action.
19. **Non-Solicitation:** For a period of one (1) year after termination of your employment with the Company, you shall refrain from soliciting for rendering your services in any capacity to any client or customers for which you have performed services as an employee of the Company during the twelve (12) months prior to your separation from the Company. During the term of your employment with the Company and for a period of twelve (12) months thereon, you shall not solicit, entice the employees, agents, any other personnel, and contractors of the Company to terminate their employment with the Company / join with any other organization / firm. For the purpose of this para, the expressions client or customers mean those with whom you have interacted or dealt with by virtue of your employment with the Company, during the term of your employment with the Company.
20. **Work Done for Hire:** All work product(s), tangible / intangible properties prepared or developed or conceived by you, during the term of your employment with the Company, shall be considered works made for hire owned exclusively by Company. You shall not have any rights (of whatsoever nature) in the intellectual property right (of any kind including but not limited to the right to be identified as author and the right of ownership etc) prepared or developed or conceived in connection with your services to Company. You agree to, both during and after the term of your employment with the Company, execute all papers, including without limitation copyright applications, patent applications, declarations, oaths, assignments of priority rights, and powers of attorney, which the Company and/or its customers may deem necessary or desirable in order to protect the rights and interests in any work products and such other deliverables. In addition, you hereby irrevocably designate and appoint the Company and/or its customers as your agent and attorney-in-fact to execute any such papers on your behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any work products or deliverables. To the extent any such work products and/or deliverables is (for any reason whatsoever) determined not to be "work made for hire," You hereby irrevocably and exclusively assign, transfer and convey to the Company and/or its customers all intellectual property rights, in and to any and all such work products and deliverables.
21. **Governing Agreement:** If you have [executed / to execute] any agreement(s) in connection with the Company then your services shall also be governed by such applicable agreement(s). With respect to any subject matter(s) / issue(s), if any conflict arises between this Offer Letter and any such applicable agreement(s) then the respective provision(s) in such agreement(s) shall prevail over this Offer Letter.
22. **Tax:** All payments due payable to you by the Company shall be subject to deduction of all applicable taxes / levies, as per the prevailing statutory provisions.
23. **Termination for breach:** Company reserves its right to terminate your employment on grounds of breach of policy, misconduct or where your performance has been found to be unsatisfactory.

MOVATE TECHNOLOGIES PRIVATE LIMITED

CIN: U72900TN2000PTC115034

Regd. Address: 6th Floor, Ambit IT Park, No. 32A & B, Ambit Road, Ambattur Industrial Estate, Chennai - 600058,
Tamil Nadu, India Tel: +91 44 6632 2000; www.movate.com



11. **Background Verification:** The Company shall also conduct a background and reference check as per Company policy. In the event the results of such checks are unsatisfactory on any account or if any information or declaration given by you to the Company proves to be false or if you are found to have willfully suppressed any material information, your services will be terminated immediately without prior notice. Further, you will be liable to payback all the expenses incurred by the Company as mentioned in Clause 13.
12. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving 15 days' notice in writing or 15 days gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
13. **Termination:** Post confirmation of employment, your services may be terminated by either party by giving Thirty (30) days written notice or One (1) month gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
14. **Return of benefits:** For any reason, should you cease to be an employee of the Company within one (1) year of your joining date, you shall be liable to payback immediately all the expenses incurred by the Company including but not limited to joining bonus, notice period buy-out cost, training cost, relocation expenses, any brokerage commission / fee, certification costs etc. Without prejudice to any other rights of the Company, such liabilities shall be considered as a due from you and recoverable / deductible from any payments payable by the Company to you.
15. **Unauthorized absence:** Unauthorized absence or absence without permission from duty for a continuous period of five (5) working days would make you lose your lien on employment. In such case, Company reserves its right to terminate your employment without any further notice. In addition, you will be liable to payback all the expenses incurred by the Company up to the effective date of termination.
16. **Secrecy:** During the period of your employment, you will work honestly, faithfully, diligently, and efficiently for the growth of the Company. You are expected to maintain utmost secrecy with regards to the affairs of the Company and shall keep confidential, any information, instruments, documents, etc., relating to the Company that may come to your professional knowledge as an employee of the Company. You will also be required to sign a Proprietary Information and Inventions agreement on joining.
17. **Activities:** During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up (whether part time or otherwise) any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company. Also, you shall not commit / involve (whether directly or indirectly) in any act or omission (whether intentional or reckless or negligent or otherwise) which prejudices the interest(s) / goodwill of the Company. You shall not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including

MOVATE TECHNOLOGIES PRIVATE LIMITED

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Tamil Nadu, India Tel: +91 44 6632 2000; www.movate.com

**TERMS AND CONDITIONS:**

1. **Gross Cost to Company:** The position includes a gross CTC of **Rs.2,40,000/-** (Two Lakh Forty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be **Rs.2,16,000/-** (Rupees Two Lakhs and Sixteen Thousand Only).
3. **Annual Variable Compensation.** Depending on your and Company's performance, you would be entitled for an Annual Variable Compensation upto a maximum of **Rs.24,000/-** (Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Handbook which you can access in Company's Intranet portal 'HIVE'. On your joining the Company, you undertake to go through Company's intranet and get familiar with all the applicable policies and processes of the Company.
4. **Other Benefits.** Upon joining the Company, you will be positioned as **Grade JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 3 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, do refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
8. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) email address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.
9. **Time Zones:** You shall be present in the office during shifts or in different time zones like, US time zones/APAC/EMEA, as per the Project requirements that shall be communicated by the designated authority.
10. **Transport Facility:** In accordance with the Company's policy, Company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.

MOVATE TECHNOLOGIES PRIVATE LIMITED

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Balaji B



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028, India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 16, 2025

Balaji.B,
No 5/4 VRT garden street moolachathiram chennai-51
-

Dear Balaji,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd.** as **Accounting Associate-SSC L1** in Chennai, subject to the following terms and conditions:

A. We have a detailed background verification process as part of our on-boarding. Please note the 'Offer Letter' pursuant to this 'Letter of Intent' shall be issued by the Company, at its discretion, upon successful completion of your graduation course and the Company's background verification, including the submission of the provisional pass certificate.

B. You will be required to join us on **June 16, 2025** at our Chennai office. You shall be eligible to receive a fixed pay of **INR 2,40,000** (Rupees Two lakhs forty thousand only per annum). The salary structure /details are attached to this document as Annexure - A, shall be subject to changes pursuant to amendments if any to applicable laws.

C. Not with standing anything stated herein, this Letter of Intent does not obligate the Company to issue the Offer Letter.

D. In the days ahead we will be communicating more details of your induction and initial trainings and assignments to enable you prepare better for the association. We look forward to a long-term mutually beneficial relationship.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com





Annexure – A

COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
Basic	14,200	170,400
House Rent Allowance	3,520	42,240
Employer's Contribution to Employee State Insurance [1]	576	6,912
Employer's Contribution to Provident Fund [1]	1,704	20,448
Fixed Pay	20,000	240,000
Statutory Bonus [3]		23,868
Gratuity [2]		8,196
Total Pay		272,064

Other Benefits	
Shift Allowance (Average monthly payout based on shift timings) [4]	3,000
Medical Insurance (Coverage Amount) [5]	200,000
Personal Accident Insurance (Coverage Amount) [5]	425,280
Term Life Insurance (Coverage Amount) [5]	720,000

[1] As per the provisions of the ESI Act and PF Act

[2] The amount mentioned here is the Gratuity cost accrued by the Company and shall be payable to the employees as per the provisions of the Payment of Gratuity Act

[3] Statutory Bonus – If you are eligible for 'Statutory Bonus', as per applicable provisions of Payment of Bonus Act 1965, then the 'Statutory bonus' amount mentioned herein, is the maximum amount that can be payable for eligible employees as per provisions of the Payment of Bonus Act 1965. However, the actual Statutory bonus payable to eligible employees will be as per the applicable provisions of Payment of Bonus Act 1965. Taxes as applicable shall be deducted as per Income tax rules & statutory requirements. If in the future, you become ineligible for 'Statutory Bonus' as per applicable provisions of Payment of Bonus Act 1965, then "Statutory Bonus" as mentioned herein will not be paid to you.

[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Vasanth S



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028. India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 16, 2025

Vasanth.S,
No 2 A Block Saiva Muthiyah 6th Street VM street Royapettah chennai-14
-

Dear Vasanth,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd. as Accounting Associate-SSC L1** in Chennai, subject to the following terms and conditions:

A. We have a detailed background verification process as part of our on-boarding. Please note the 'Offer Letter' pursuant to this 'Letter of Intent' shall be issued by the Company, at its discretion, upon successful completion of your graduation course and the Company's background verification, including the submission of the provisional pass certificate.

B. You will be required to join us on **June 16, 2025** at our Chennai office. You shall be eligible to receive a fixed pay of **INR 2,40,000** (Rupees Two lakhs forty thousand only per annum). The salary structure /details are attached to this document as Annexure - A, shall be subject to changes pursuant to amendments if any to applicable laws.

C. Not with standing anything stated herein, this Letter of Intent does not obligate the Company to issue the Offer Letter.

D. In the days ahead we will be communicating more details of your induction and initial trainings and assignments to enable you prepare better for the association. We look forward to a long-term mutually beneficial relationship.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com





Annexure – A

COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
Basic	14,200	170,400
House Rent Allowance	3,520	42,240
Employer's Contribution to Employee State Insurance [1]	576	6,912
Employer's Contribution to Provident Fund [1]	1,704	20,448
Fixed Pay	20,000	240,000
Statutory Bonus [3]		23,868
Gratuity [2]		8,196
Total Pay		272,064

Other Benefits	
Shift Allowance (Average monthly payout based on shift timings) [4]	3,000
Medical Insurance (Coverage Amount) [5]	200,000
Personal Accident Insurance (Coverage Amount) [5]	425,280
Term Life Insurance (Coverage Amount) [5]	720,000

[1] As per the provisions of the ESI Act and PF Act

[2] The amount mentioned here is the Gratuity cost accrued by the Company and shall be payable to the employees as per the provisions of the Payment of Gratuity Act

[3] Statutory Bonus – If you are eligible for 'Statutory Bonus', as per applicable provisions of Payment of Bonus Act 1965, then the 'Statutory bonus' amount mentioned herein, is the maximum amount that can be payable for eligible employees as per provisions of the Payment of Bonus Act 1965. However, the actual Statutory bonus payable to eligible employees will be as per the applicable provisions of Payment of Bonus Act 1965. Taxes as applicable shall be deducted as per Income tax rules & statutory requirements. If in the future, you become ineligible for 'Statutory Bonus' as per applicable provisions of Payment of Bonus Act 1965, then "Statutory Bonus" as mentioned herein will not be paid to you.

[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Kishore M



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028. India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 16, 2025

Kishore M,
4th Street DSG Nagar palavakkam chennai-600041
-

Dear Kishore,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd. as Accounting Associate-SSC L1** in Chennai, subject to the following terms and conditions:

A. We have a detailed background verification process as part of our on-boarding. Please note the 'Offer Letter' pursuant to this 'Letter of Intent' shall be issued by the Company, at its discretion, upon successful completion of your graduation course and the Company's background verification, including the submission of the provisional pass certificate.

B. You will be required to join us on **June 16, 2025** at our Chennai office. You shall be eligible to receive a fixed pay of **INR 2,40,000** (Rupees Two lakhs forty thousand only per annum). The salary structure /details are attached to this document as Annexure - A, shall be subject to changes pursuant to amendments if any to applicable laws.

C. Not with standing anything stated herein, this Letter of Intent does not obligate the Company to issue the Offer Letter.

D. In the days ahead we will be communicating more details of your induction and initial trainings and assignments to enable you prepare better for the association. We look forward to a long-term mutually beneficial relationship.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com





Annexure – A

COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
Basic	14,200	170,400
House Rent Allowance	3,520	42,240
Employer's Contribution to Employee State Insurance [1]	576	6,912
Employer's Contribution to Provident Fund [1]	1,704	20,448
Fixed Pay	20,000	240,000
Statutory Bonus [3]		23,868
Gratuity [2]		8,196
Total Pay		272,064

Other Benefits	
Shift Allowance (Average monthly payout based on shift timings) [4]	3,000
Medical Insurance (Coverage Amount) [5]	200,000
Personal Accident Insurance (Coverage Amount) [5]	425,280
Term Life Insurance (Coverage Amount) [5]	720,000

[1] As per the provisions of the ESI Act and PF Act

[2] The amount mentioned here is the Gratuity cost accrued by the Company and shall be payable to the employees as per the provisions of the Payment of Gratuity Act

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[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Vijayakumar S

22/11/2025, 14:42

Patrician College of Arts and Science Mail - Fwd: Campus hiring proposal to Patrician College of Arts and Science



Placement Team Patrician <sourcehub@patriciancollege.ac.in>

Fwd: Campus hiring proposal to Patrician College of Arts and Science

Maruthanayagam Sairam M <maruthanayagam.sairam@rrd.com> 25 March 2025 at 16:55
To: sourcehub@patriciancollege.ac.in, "ashwin@patriciancollege.ac.in" <ashwin@patriciancollege.ac.in>
Cc: Karthik Jayaraj <karthik.jayaraj@rrd.com>, Suresh Sakthivel <suresh.sakthivel@rrd.com>

Hi Ashwin,

It was a pleasure meeting you and visiting your institution on 20th Mar.

Through this mail, we're confirming that we've identified 5 selected candidates for the Accounting Associate position. Below are their names FYR please. Karthik will soon be issuing LOIs to them.

Unfortunately, we've not selected anyone for the Document Specialist position.

Name	Selected for
Balaji.B	Accounting Associate
Vasanth.S	Accounting Associate
Kishore M	Accounting Associate
Vijayakumar.S	Accounting Associate
Samuel Sarvesh S	Accounting Associate

Regards,



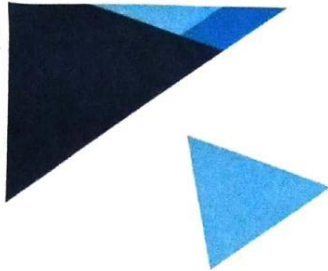
MARUTHANAYAGAM SAIRAM M
Senior Executive - HR
Recruitment & Staffing
Floor 6, Prestige Polygon, 471 Anna Salai, Chennai, 600 035 India
e - maruthanayagam.sairam@rrd.com
w - RRD || RRD GO Creative || Creative Communications



[Quoted text hidden]



Samuel Sarvesh



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028, India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 16, 2025

Samuel Sarvesh S,
No 17 Kannaiah Street Kondithipe Chennai-600001
-

Dear Samuel Sarvesh,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd.** as **Accounting Associate-SSC L1** in Chennai, subject to the following terms and conditions:

A. We have a detailed background verification process as part of our on-boarding. Please note the 'Offer Letter' pursuant to this 'Letter of Intent' shall be issued by the Company, at its discretion, upon successful completion of your graduation course and the Company's background verification, including the submission of the provisional pass certificate.

B. You will be required to join us on **June 16, 2025** at our Chennai office. You shall be eligible to receive a fixed pay of **INR 2,40,000** (Rupees Two lakhs forty thousand only per annum). The salary structure /details are attached to this document as Annexure - A, shall be subject to changes pursuant to amendments if any to applicable laws.

C. Not with standing anything stated herein, this Letter of Intent does not obligate the Company to issue the Offer Letter.

D. In the days ahead we will be communicating more details of your induction and initial trainings and assignments to enable you prepare better for the association. We look forward to a long-term mutually beneficial relationship.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com



Annexure – A
COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
Basic	14,200	170,400
House Rent Allowance	3,520	42,240
Employer's Contribution to Employee State Insurance [1]	576	6,912
Employer's Contribution to Provident Fund [1]	1,704	20,448
Fixed Pay	20,000	240,000
Statutory Bonus [3]		23,868
Gratuity [2]		8,196
Total Pay		272,064

Other Benefits		
Shift Allowance (Average monthly payout based on shift timings) [4]		3,000
Medical Insurance (Coverage Amount) [5]		200,000
Personal Accident Insurance (Coverage Amount) [5]		425,280
Term Life Insurance (Coverage Amount) [5]		720,000

[1] As per the provisions of the ESI Act and PF Act

[2] The amount mentioned here is the Gratuity cost accrued by the Company and shall be payable to the employees as per the provisions of the Payment of Gratuity Act

[3] Statutory Bonus – If you are eligible for 'Statutory Bonus', as per applicable provisions of Payment of Bonus Act 1965, then the 'Statutory bonus' amount mentioned herein, is the maximum amount that can be payable for eligible employees as per provisions of the Payment of Bonus Act 1965. However, the actual Statutory bonus payable to eligible employees will be as per the applicable provisions of Payment of Bonus Act 1965. Taxes as applicable shall be deducted as per Income tax rules & statutory requirements. If in the future, you become ineligible for 'Statutory Bonus' as per applicable provisions of Payment of Bonus Act 1965, then "Statutory Bonus" as mentioned herein will not be paid to you.

[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy

S. Samuel



Bhuvaneshwaran



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028, India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 21, 2025

Bhuvaneshwaran E
No:15 3rd Floor 1st Street South Kesava Perumal Puram,
Raja Annamalai Puram, Greenways Road,
Chennai-600028.
Patrician College

Dear **Bhuvaneshwaran**,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd.** as **Document Specialist** in Chennai, subject to the following terms and conditions:

A. We have a detailed background verification process as part of our on-boarding. Please note the 'Offer Letter' pursuant to this 'Letter of Intent' shall be issued by the Company, at its discretion, upon successful completion of your graduation course with no standing arrears and the Company's background verification, including the submission of the provisional pass certificate.

B. You will be required to join us on **May 14, 2025** at our Chennai office. You shall be eligible to receive a fixed pay of **INR 260,004** (Rupees Two lakhs Sixty Thousand and Four only per annum). The salary structure /details is attached to this document as Annexure - A, shall be subject to changes pursuant to amendments if any to applicable laws.

C. Notwithstanding anything stated herein, this Letter of Intent does not obligate the Company to issue the Offer Letter.

D. In the days ahead we will be communicating more details of your induction and initial trainings and assignments to enable you prepare better for the association. We look forward to a long-term mutually beneficial relationship.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com





Annexure – A

COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
Basic	14,000	168,000
House Rent Allowance	5,358	64,296
Employer's Contribution to Employee State Insurance [1]	629	7,548
Employer's Contribution to Provident Fund [1]	1,680	20,160
Fixed Pay	21,667	260,004
Performance\ Stat Bonus [3]		33,600
Gratuity [2]		8,076
Total Pay		301,680

Other Benefits	
Shift Allowance (Average monthly payout based on shift timings) [4]	3,000
Medical Insurance (Coverage Amount) [5]	200,000
Personal Accident Insurance (Coverage Amount) [5]	464,592
Term Life Insurance (Coverage Amount) [5]	780,012

[1] As per the provisions of the ESI Act and PF Act

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[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Logesh M



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028, India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 21, 2025

Logesh M
150/7, Sirnivasapuram, Pattinampakkam,
Chennai - 600028
Patrician College

Dear Logesh,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd.** as **Document Specialist** in Chennai, subject to the following terms and conditions:

A. We have a detailed background verification process as part of our on-boarding. Please note the 'Offer Letter' pursuant to this 'Letter of Intent' shall be issued by the Company, at its discretion, upon successful completion of your graduation course with no standing arrears and the Company's background verification, including the submission of the provisional pass certificate.

B. You will be required to join us on **May 14, 2025** at our Chennai office. You shall be eligible to receive a fixed pay of **INR 260,004** (Rupees Two lakhs Sixty Thousand and Four only per annum). The salary structure /details is attached to this document as Annexure - A, shall be subject to changes pursuant to amendments if any to applicable laws.

C. Notwithstanding anything stated herein, this Letter of Intent does not obligate the Company to issue the Offer Letter.

D. In the days ahead we will be communicating more details of your induction and initial trainings and assignments to enable you prepare better for the association. We look forward to a long-term mutually beneficial relationship.

Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com





Annexure – A
COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
Basic	14,000	168,000
House Rent Allowance	5,358	64,296
Employer's Contribution to Employee State Insurance [1]	629	7,548
Employer's Contribution to Provident Fund [1]	1,680	20,160
Fixed Pay	21,667	260,004
Performance\ Stat Bonus [3]		33,600
Gratuity [2]		8,076
Total Pay		301,680

Other Benefits	
Shift Allowance (Average monthly payout based on shift timings) [4]	3,000
Medical Insurance (Coverage Amount) [5]	200,000
Personal Accident Insurance (Coverage Amount) [5]	464,592
Term Life Insurance (Coverage Amount) [5]	780,012

[1] As per the provisions of the ESI Act and PF Act

[2] The amount mentioned here is the Gratuity cost accrued by the Company and shall be payable to the employees as per the provisions of the Payment of Gratuity Act

[3] Statutory Bonus – If you are eligible for 'Statutory Bonus', as per applicable provisions of Payment of Bonus Act 1965, then the 'Statutory bonus' amount mentioned herein, is the maximum amount that can be payable for eligible employees as per provisions of the Payment of Bonus Act 1965. However, the actual statutory bonus payable to eligible employees will be as per the applicable provisions of Payment of Bonus Act 1965. Taxes as applicable shall be deducted as per Income tax rules & statutory requirements. If in the future, you become ineligible for 'Statutory Bonus' as per applicable provisions of Payment of Bonus Act 1965, then "Statutory Bonus" as mentioned herein will not be paid to you

[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Rukmani K



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028, India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 21, 2025

Rukmani K
D/14 Rajah Muthiah puram,
Mandaveli, Chennai -28
Patrician College

Dear Rukmani,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd.** as **Document Specialist** in Chennai, subject to the following terms and conditions:

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Please sign and return the duplicate copy of this letter as a token of your acceptance.

Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com



Annexure – A

COMPENSATION PACKAGE

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Basic	14,000	168,000
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Employer's Contribution to Employee State Insurance [1]	629	7,548
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[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Poojitha Bhavani



RR Donnelley India Outsource Pvt Ltd.
Reg Off: 43 A 1st Main road, R A Puram,
Chennai- 600 028, India
Telephone: +91 44 42241000
Fax No: +91 44 42241021
www.rrd.com
Corporate Identity No:
U30006TN1995PTC053395

April 21, 2025

T S Poojitha Bhavani
16/25 Dhamodharapuram main road
Adyar Chennai -600 020
Patrician College

Dear Poojitha,

LETTER OF INTENT

It was a pleasure meeting you at your campus. After a careful review of your candidature, we formally extend to you this 'Letter of Intent' to join **RR Donnelley India Outsource Pvt. Ltd.** as **Document Specialist** in Chennai, subject to the following terms and conditions:

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Sincerely,

Gautam Nathany
Senior Manager – Human Resources
RRD GO Creative Asia Pacific
gautam.nathany@rrd.com





Annexure – A

COMPENSATION PACKAGE

Components	Monthly (INR)	Annual (INR)
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Fixed Pay	21,667	260,004
Performance\ Stat Bonus [3]		33,600
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[4] As per the Shift Allowance Policy in force

[5] Subject to Revision per the company policy



Access Health Care Selected Students

19/11/2025, 16:00

Patrician College of Arts and Science Mail - Access Health care Campus Hiring



Ashwin Kumar <ashwin@patriciancollege.ac.in>

Access Health care Campus Hiring

Hepzibha Chella Rani M R <hepzibhachel.mr@accesshealthcare.com>
To: "Ashwin@patriciancollege.ac.in" <Ashwin@patriciancollege.ac.in>

Sno	Name	Phone Number	College	Group	Year of Passing	Arrear	Night shift	Location	HR shortkisted	Email
1	Monica Jayaraman	7338993420	Patrician	B.om	2025	NIL	YES	Maylapore	Select	moiajayaraman2@gmail.com
2	Oscar Sabastin	8056274884	Patrician	B.com	2025	NIL	YES	ECR	select	pcast22cm@gmail.com
3	Nelson	8610569415	Patrician	B.com	2025	NIL	YES	Washermanpet	Select	nelsonjabaraj2103@gmail.com
4	Needi Mohan	6374161813	Patrician	Bcom	2025	Nil	yes	Mylapore	Select	needhimohen@gmail.com
5	Hari	7358560182	Patrician	B.com	2025	1	Yes	ECR	Select	frouishari67@gmail.com
6	Thamizharasan	6380740488	Patrician	Bcom	2025	Nil	yes	Purasaiwalkam	Select	thamizharasan2105@gmail.com
7	Abishek D	9840059503	Patrician	Bcom	2025	Nil	yes	Tharamani	Select	abishekdl20@gmail.com
8	Sanjay	8925018005	Patrician	Bcom	2025	Nil	yes	St Thomas mount	Select	sanjaysharatha.m2005@gmail.com
9	Ronald Harrison A P	7200135738	Patrician	B.com CS	2025	NIL	OK	Ramapuram	select	ronaldlikeswork@gmail.com

Hi Ashwin ,

Kindly find the selected candidates detail above.

Best Regards,

Hepzibha Chella Rani
Talent Acquisition | accesshealthcareTM
9444621987
hepzibhachel.mr@accesshealthcare.com

Legal Disclaimer:
The information contained in this message (including all attachments) may be privileged and confidential. It is intended to be read only by the individual or entity to whom it is addressed not the intended recipient, please destroy this message immediately and also please note that you are on notice that any distribution of this message, in any form, is strictly prohibited. If immediately notify the sender and delete or destroy any copy of this message.



ICICI Prudential Selected Students

19/11/2025, 15:51 Patrician College of Arts and Science Mail - Invitation to Participate in Patrician College's 2025 Campus Recruitment Drive



Placement Team Patrician <sourcehub@patriciancollege.ac.in>

Invitation to Participate in Patrician College's 2025 Campus Recruitment Drive

Gowtham 1 /HR SO/ICICIPRU/Chenn <gowtham.1@iciciprulife.com>
To: Source Hub Patrician College <sourcehub@patriciancollege.ac.in>
Cc: Ashwin Kumar <ashwin@patriciancollege.ac.in>

13 February 2025 at 09:33

Hi Team,

We are pleased to inform that the below students are selected for our graduate trainee program.

Further procedure will be communicated with the students directly during the time of onboarding.

ATS	NAME	CAMPUS	TIER	SELECTION DATE	LOCATION	PH NO	MAIL ID
ATS612968	Mark Shabin S	Patrician	NT	11-02-2025	CHENNAI	9363350739	mark29shabin1429@gmail.com
ATS612918	Abis Sri	Patrician	NT	11-02-2025	CHENNAI	9342765676	abissri2204@gmail.com
ATS614304	Antony Roshan	Patrician	NT	11-02-2025	CHENNAI	9345156886	Marshal.roshan@gmail.com
21-05-2005	Thamizharasan C S	Patrician	NT	11-02-2025	CHENNAI	6380740488	tamizhararsan2105@gmail.com
17-07-2005	Manikandan	Patrician	NT	11-02-2025	CHENNAI	7338898916	mani.rgm18@gmail.com
24-07-2005	Ashif Ahamed I	Patrician	NT	11-02-2025	CHENNAI	9176435103	ahamedashif2005@gmail.com

[Quoted text hidden]



Anbarasu

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/1/2025

Offer Letter03rd March 2025

To

Mr. Anbarasu P, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Anbarasu P,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as “Trainee – Relationship Manager” for a salary of INR 14000/- per month gross (Rupees Fourteen Thousand Only) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-
600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediciclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street,
T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in



Bhuvaneshwaran

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/2/2025

03rd March 2025Offer Letter

To

Mr. Bhuvaneshwaran E, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Bhuvaneshwaran E,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 14000/- per month gross (**Rupees Fourteen Thousand Only**) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

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Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
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T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in



Kishore T

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/3/2025

Offer Letter03rd March 2025

To

Mr. Kishore T, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Kishore T,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as “Trainee – Relationship Manager” for a salary of **INR 14000/-** per month gross (**Rupees Fourteen Thousand Only**) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

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For Integrated Enterprises (India) Private Limited

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T.Nagar, Chennai - 600 017
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Thamizharasan C



HR/Offer Letter/4/2025

Offer Letter03rd March 2025

To
Mr. Thamizharasan C S, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Thamizharasan C S,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of **INR 14000/-** per month gross (**Rupees Fourteen Thousand Only**) @ **Chennai** branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

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For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
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T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in



Cheran

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/5/2025

03rd March 2025Offer Letter

To
Mr. Cheran P, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Cheran P,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of **INR 14000/-** per month gross (**Rupees Fourteen Thousand Only**) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-
600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

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For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

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Kishore M

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/6/2025

03rd March 2025Offer Letter

To
Mr. Kishore M, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Kishore M,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 14000/- per month gross (Rupees Fourteen Thousand Only) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

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For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
CIN: U65993TN1987PTC014964

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Thamizhanban

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/7/2025

03rd March 2025Offer Letter

To
Mr. Thamizh Anban B, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Thamizh Anban B,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as **"Trainee – Relationship Manager"** for a salary of **INR 14000/-** per month gross (**Rupees Fourteen Thousand Only**) @ **Chennai** branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street,
T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in



Sanjay R

03rd March 2025

HR/Offer Letter/9/2025

Offer Letter

To
Mr. Sanjay R, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Sanjay R,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 14000/- per month gross (Rupees Fourteen Thousand Only) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediciam, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

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We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
CIN: U65933TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street,
T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in

Inte
CIN:



Simon Peter

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/12/2025

Offer Letter03rd March 2025

To
Mr. Simon Peter C, BBA,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Simon Peter C,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as **"Trainee – Relationship Manager"** for a salary of **INR 14000/- per month gross (Rupees Fourteen Thousand Only) @ Chennai branch** upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

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We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
CIN: U65993TN1987PTC014964

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T.Nagar, Chennai - 600 017
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Sukra P

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/13/2025

Offer Letter03rd March 2025

To
Mr. Sukra P, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Sukra P,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as “Trainee – Relationship Manager” for a salary of INR 14000/- per month gross (Rupees Fourteen Thousand Only) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

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T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in



Sam Goodwill



HR/Offer Letter/14/2025

Offer Letter

03rd March 2025

To
Mr. Sam Godwill, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Sam Godwill,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as **"Trainee – Relationship Manager"** for a salary of **INR 14000/-** per month gross (**Rupees Fourteen Thousand Only**) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD
No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-
600017.

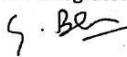
Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

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For Integrated Enterprises (India) Private Limited


Balaji G
AGM – HR Service

Integrated Enterprises (India) Private Limited
CIN: U65993TN1987PTC014964

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Cecil Joseph Xavier



INTEGRATED
YOUR LONG TERM WEALTH PARTNER



HR/Offer Letter/15/2025

Offer Letter

03rd March 2025

To

Mr. Cecil Joseph Xavier, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Cecil Joseph Xavier,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 14000/- per month gross (**Rupees Fourteen Thousand Only**) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

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For Integrated Enterprises (India) Private Limited

Balaji G
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Ambrish S

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/10/2025

Offer Letter03rd March 2025

To
Mr. Ambrish S, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Ambrish S,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 14000/- per month gross (**Rupees Fourteen Thousand Only**) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

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+91 44 2814 0815 | www.integratedindia.in



Manasa

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/8/2025

Offer Letter03rd March 2025

To
Ms. Manasa P, B Com,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-600 020.

Dear Manasa P,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as **"Trainee – Relationship Manager"** for a salary of **INR 13000/- per month gross (Rupees Thirteen Thousand Only) @ Chennai** branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

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For Integrated Enterprises (India) Private Limited

Balaji G
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T.Nagar, Chennai - 600 017
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Bindhu Priya

**INTEGRATED**
YOUR LONG TERM WEALTH PARTNER

HR/Offer Letter/11/2025

03rd March 2025Offer Letter

To

Ms. Bindhu Priya P, BBA,
Patrician College of Arts and Science,
26, Canal Bank Rd, Gandhi Nagar, Opposite to Kotturpuram Railway Station, Adyar, Chennai-
600 020.

Dear Bindhu Priya P,

With reference to our campus placement interview dated 12th February 2025, we are glad to offer you a position as “Trainee – Relationship Manager” for a salary of INR 13000/- per month gross (Rupees Thirteen Thousand Only) @ Chennai branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

No 1, Ramakrishna Street, 5th Floor, Kences Tower, North Usman Road, T.Nagar, Chennai-600017.

Contact Person: Mr. Santhanakrishnan A, Manager - HR Services (9840928274)

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For Integrated Enterprises (India) Private Limited

Balaji G
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CIN: U65993TN1987PTC014964

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T.Nagar, Chennai - 600 017
+91 44 2814 0815 | www.integratedindia.in



Abishek I



Offer Letter

Dear Abishek I,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05-05-2025

Your total monthly CTC for this position would be Rs. 14500 /-
(Detailed salary annexure would be shared along with your appointment letter subject to all relevant tax laws)

We look forward for a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is a Letter of Offer and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

You will be paid a stipend amount of Rs. 1050 /- during the training period.

The training duration for the process would be of 12 days and the stipend will be credited along with your 2nd month salary. In case you do not pass the certification subsequent to the training you will not be eligible for receiving the stipend amount for the appropriate days. During the training period if you do not report to work for 2 consecutive days without intimation you will be treated as absconding. No Stipend would be payable in such case.

**Training period can extend by 3-4 working days depending upon the content coverage, and trainee's capability in learning the subject matter. The extended period shall form part of the stipend amount stated in the LOI.

Issued by

Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Oggianthuraipakkam Chennai - 600097.

T: +91 22 6184 6816 E: connect@eosglobe.com W: www.eosglobe.com

List of Documents Required

Reporting Time: 10:00AM

Reporting Office: Chennai-TekTower

M/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Oggianthuraipakkam, Tamil Nadu - 600097

Contact HR - Dharani - 6385370104, Haripriya - 9962014107

Kishore M



Offer Letter

Dear KISHORE - M,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05-05-2025

Your total monthly CTC for this position would be Rs. 14500 /-
(Detailed salary structure would be shared along with your appointment letter subject to all relevant tax laws)

We look forward for a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is a Letter of Offer and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

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Issued by
Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.
Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Ogglyanduraipakkam, Tamil Nadu - 600057
T: +91 22 6184 6816 E: contact@eosglobe.com W: www.eosglobe.com

List of Documents Required

Reporting Time: 10:00AM
Reporting Office: Chennai-TekTower
M/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Ogglyanduraipakkam, Tamil Nadu - 600057
Contact HR - Dhasani - 6385370104, Haripriya - 9962014187

Dhasani - HR.



Hemanth S



Offer Letter

Dear Hemanth S,

We are happy to announce that you have been selected for the position of “CSR” for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. “EOS”.

Your date of joining/induction would not be later than 05-05-2025

Your total monthly CTC for this position would be Rs. 14500 /-
(Detailed salary annexure would be shared along with your appointment letter subject to all relevant tax laws)

We look forward for a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is a Letter of Offer and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

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Issued by
Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Ogdyanthorupakkam Chennai - 600097.

T: +91 22 6184 6816 E: connect@eosglobe.com W: www.eosglobe.com

List of Documents Required

Reporting Time: 10:00AM

Reporting Office: Chennai-TekTower

M/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Ogdyanthorupakkam, Tamil Nadu – 600097
Contact HR – Dharani – 6385370104, Haripriya – 9962014107



Hari P



Offer Letter

Dear P. Hari,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05.05.2025

Your total monthly CTC for this position would be Rs. 14,500 /-
(Detailed salary annexure would be shared along with your appointment letter subject to all relevant tax laws)

We look forward for a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is a Letter of Offer and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

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Issued by
Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Oglayanduraipakkam Chennai - 600097.

T: +91 22 6184 6816 E: connect@eosglobe.com W: www.eosglobe.com

List of Documents Required

Reporting Time: 10:00AM

Reporting Office: Chennai-Tek Tower

M/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Oglayanduraipakkam, Tamil Nadu - 600097

Contact HR - Dharani - 6385370104, Haripriya - 9962014107



Manikandan



Offer Letter

Dear R. Manikandan,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05.05.2025

Your total monthly CTC for this position would be Rs. 14500 /-
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Issued by
Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tel: Towers, No 11 Rajiv Gandhi IT Expy, Orlayamthorai Pakkalam Chennai - 600097.

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List of Documents Required

Reporting Time: 10:00AM

Reporting Office: Chennai-TekTower

M/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Oggiamduraipakkam, Tamil Nadu - 600097
Contact HR - Dharani- 6385370104, Haripriya - 9962014107



Vishwa V



Offer Letter

Dear V. Vishwa,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05.05.2025

Your total monthly CTC for this position would be Rs. 14,500 /-
(Detailed salary annexure would be shared along with your appointment letter subject to all relevant tax laws)

We look forward to a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is a Letter of Offer and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

You will be paid a stipend amount of Rs. 1050 /- during the training period.

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Issued by

Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Ogdyanthorupakkam Chennai - 600097.

T: +91 22 6184 6816 E: connect@eosglobe.com W: www.eosglobe.com

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Sanjay R



Offer Letter

Dear R. Sanjay,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

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Ambrish S



Offer Letter

Dear Ambrish S,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

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Melvin Alex Varghese



Offer Letter

Dear Melvin Alex Varghese

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05.05.2025

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Bhuvaneshwaran



Offer Letter

Dear Bhuvaneshwaran-E

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Samuel Sarvesh



Offer Letter

Dear S. Samuel Sarvesh

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Avinash K



Offer Letter

Dear K. Avinash,

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Prasanth Sharma



Offer Letter

Dear G. Prasanth Sharma,

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Sam Dinakaran



Offer Letter

Dear S. Sam Dinakaran

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Dhanush Sharma



Offer Letter

Dear G. Dhanush Sharma

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Harish Y



Offer Letter

Dear Harish Y,

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Simon Peter



Offer Letter

Dear Simon Peter .C.,

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Sanjay Sriram



Offer Letter

Dear Sanjay Sriram-D

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Contact HR – Dharani- 6385370104, Haripriya – 9962014107



Kingsly Joshua

Dear Kingsly Joshua

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You will be paid a stipend amount of Rs. 1050 /- during the training period.

The training duration for the process would be of 12 days and the stipend will be credited along with your 2nd month salary. In case you do not pass the certification subsequent to the training you will not be eligible for receiving the stipend amount for the appropriate days. During the training period if you do not report to work for 2 consecutive days without intimation you will be treated as absconding. No Stipend would be payable in such case.

**Training period can extend by 3-4 working days depending upon the content coverage, and trainee's capability in learning the subject matter. The extended period shall form part of the stipend amount stated in the LOI.

Issued by
Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Oggianiduraipakkam Chennai - 600097.
T: +91 22 6184 6816 E: connect@eosglobe.com W: www.eosglobe.com

List of Documents Required

Reporting Time: 10:00AM

Reporting Office: Chennai-TekTower

M/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Oggianiduraipakkam, Tamil Nadu – 600097

Contact HR – Dharani- 6385370104, Haripriya – 9962014107



Kishore R



Offer Letter

Dear Mr. Kishore,

We are happy to announce that you have been selected for the position of "CSR" for OPERATIONS Department in Eureka Outsourcing Solutions Pvt. Ltd. "EOS".

Your date of joining/induction would not be later than 05.05.2025

Your total monthly CTC for this position would be Rs. 14500 /-
(Detailed salary annexure would be shared along with your appointment letter subject to all relevant tax laws)

We look forward for a long-lasting performance and growth oriented association with you. You are requested to submit the documents listed overleaf on the date of joining for further proceedings. Kindly note that this is a Letter of Offer and your joining would be subject to submission of required documents, verification and training certification. All Original documents required for joining are to be submitted for verification. In case of any irregularity in the Original documents your joining would be put on hold till the final verification.

You will be paid a stipend amount of Rs. 1050 /- during the training period.

The training duration for the process would be of 12 days and the stipend will be credited along with your 2nd month salary. In case you do not pass the certification subsequent to the training you will not be eligible for receiving the stipend amount for the appropriate days. During the training period if you do not report to work for 2 consecutive days without intimation you will be treated as absconding. No Stipend would be payable in such case.

**Training period can extend by 3-4 working days depending upon the content coverage, and trainee's capability in learning the subject matter. The extended period shall form part of the stipend amount stated in the LOI.

Issued by

Eureka Outsourcing Solutions Pvt. Ltd
Human Resource Department

Eureka Outsourcing Solutions Pvt. Ltd.

Chennai Office: 2nd Floor Tek Towers, No 11 Rajiv Gandhi IT Expy, Oglaiyandurupakkam Chennai - 600097.

T: +91 22 6184 6816 E: connect@eosglobe.com W: www.eosglobe.com

List of Documents Required

Reporting Time: 10:00AM

Reporting Office: Chennai-TekTower

V/S. Eureka Outsourcing Solutions Pvt. Ltd., 2nd Floor, Tek Towers, 11, Rajiv Gandhi IT Expy, Oglaiyandurupakkam, Tamil Nadu - 600097
Contact HR - Dharani- 6385370104, Haripriya - 9962014107



Kowsalya



☎ +91 22 25 302400

✉ connect@eosglobe.com

🌐 www.eosglobe.com

Date: - 12/08/2025

To,
KOWSALYA P (409492)
NO 29/96PANDIYARAJAN
MAHALAKSHMI KOVIL STREET, ODAIMANAGARBESANT NAGAR
CHENNAI 600090

Appointment as Apprentice- Customer Care Associate

Dear KOWSALYA P,

We are glad to inform you that you have been selected as **APPRENTICE-CUSTOMER CARE ASSOCIATE** at Eureka Outsourcing Solutions Pvt. Ltd. with Operations Department for a period of 24 months with effect from 09/07/2025. During this training probation period you are required to undertake all duties and activities as **assigned** to you by the Company.

This appointment is subject to the following terms and conditions:

1. In consideration of your service, you shall be paid salary of Rs 13000.00/- . It shall be the sole discretion of the company to restructure the salary at its convenience and such restructuring shall not be challengeable. You will not be entitled to any other remuneration/ benefits/ amenities other than what is stated therein unless specifically authorized by a separate written order of the competent authority.
1. Your remaining on un-authorized absence or on leave without pay will not entitle you to the benefits of salary mentioned in Point 1, proportionately for that period.
2. Your employment in the Company is for the period of Twelve months. During or at the expiry of the training period, the Company will have the right to terminate your service with 15 days notice / compensation to this effect. However, you cannot terminate your employment, unless written active advance notice of 15 days before completion of 6 months of Apprentice Training period and of 30 days post completion of 6 months of Apprentice Training period is served on the Company, else you shall be liable to compensate the Company for the short period of notice by way of recovery of your proportionate salary for that period.
3. You will be governed by general rules of conduct, Company's policies, discipline, leave, holidays, hours of work and other issues that may be informed to you from time to time at the sole discretion of the management, and you shall abide by such service conditions which are in force or shall come into force at any time. Further, you shall work according to the orders, directions and instructions of your immediate superior and other officers of the company.
4. Your employment is transferable at the sole discretion of company and you may be transferred to any other department, branch office, any other establishment anywhere in India or abroad or the case may be. It is not necessary to assign any reason for transfer.
5. The company shall be entitled to terminate your services at any time without any notice in the event of dishonesty, misappropriation, misconduct, absence from duty without permission or any other act considered detrimental to the interest of the Company, or on violation of one or more terms of this appointment. You will also be liable for legal action in a court of law including any action or recovery of damage for breach of the above conditions.



+91 22 25 302400

connect@eosglobe.com

www.eosglobe.com

6. If you do not report to work for 2 consecutively days without intimation you will be treated as absconding. The HR department will send a termination email and digitally signed termination letter to your registered E-mail ID, Further if you are termed as Absconding or if you fail to serve the notice period & give a proper handover as per company policy you would not be eligible for any Full & Final settlement nor would be eligible for Reliving email or Experience letter from the company.
7. Your employment is subject to your medical fitness certified by the company.
8. The documents informing the details mentioned in the joining kit pertaining to statutory obligations should be submitted to HR department within three days but not later than ensuing 25th of the month. Unless you submit these documents your salary will not be processed.
9. You shall devote yourself fully to the business of interest of the company and shall not take up any other assignments or work on part time or any other basis without express permission of the company.
10. All information declared by you has considered being true and accurate and in the event of any suppression of facts or falsification of information your services are liable to be terminated without any prior notice.
11. That your address given in the application of employment shall be treated for all correspondences and in the event of any change you are duty bound to furnish such changed address. All communication served upon such address shall be treated as good service.
12. You shall abide by the privacy and confidentiality of the information shared with you as also of such information that directly or indirectly comes in your possession and shall use your best endeavors to secure the said information. You shall always hold such confidential information in trust for and on behalf of the Company and shall not during the period of employment or thereafter use, disclose or divulge or make public any information pertaining to the Company, its associates and clients or to any other party, which in good faith and good conscience ought to be treated as confidential information including without limitation the technical know-how, trade secrets, accounts, customer or contact lists, transactions or any dealings which may come to your knowledge or is found out by you. You shall not permit any person to examine and/or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control, without the prior written permission of the Company. Further, you shall automatically be bound by all the confidentiality agreement entered by the Company.
13. You shall not, during his employment with the Company and thereafter forever in his future assignments, either on its own account or for any other person, firm, company or entity whether directly or indirectly (i) encourage or try to encourage any Clients or suppliers of the Company to withdraw or reduce its business with the Company or (ii) solicit or try to solicit the business of any Client with a view to supplying that Client with services in competition with the Company or (iii) supply similar services to a Client if there is a maximum risk that this would interfere or attempt to interfere with the relations between the Company and any Client or (iv) Entice away or try to entice away from the Company any employee directly or indirectly employed by the Company. After termination of the Services with the Company, howsoever occurring, the employee shall not for a period of twelve months, solicit the Clients of the Company or join client without competent authority written approval from company or join same/similar process in new company or offer a job to any of the Company employees at the behest of his new / future employers, its Directors, Associates, Group Companies, subsidiary companies in a manner that adversely affects the Company and directly or indirectly benefits the employee and its new employers. Company shall be entitled to sue for all available civil and criminal relief in such an instance, including injunction and damages.



☎ +91 22 25 302400

✉ connect@eosglobe.com

🌐 www.eosglobe.com

14. In any any event upon termination of employment you would be issued a termination and you would not be eligible for Experience letter from the company, you shall promptly return/turn over to the Company all documents, papers or other material in your possession or under your control which may contain or be derived from Confidential Information, together with all documents, equipment's, assets, notes or other work product which is connected with or derived from your services to the Company.
15. For any breach on this count, your services shall be terminated immediately without notice and further liable to compensate the Company for any loss/damage or cost suffered by it or equivalent to the amount borne by the Company in compensating the loss of its Client. The Company will have rights over all your statutory and non-statutory dues at the time of termination to the extent you do not honor the rightful claim of the Company or the Clients of the Company. In addition of the money damages, Company or, where appropriate a client of the Company, may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies which may be available. Employee agrees to pay the Company liquidated damages for each such breach, in an amount to be determined by the Company, which amount shall be reasonable and reflect the anticipated harm resulting from the breach.
16. It is hereby agreed that, during the period of your service with the Company, if you conceive / achieves any invention, process improvement, operational improvement or other processes/ methods, likely to result in more efficient operation of any of the activities of the Company, or any other work having an intellectual proprietary rights in it, the Company shall without any extra consideration to you, always be entitled to use, utilize and exploit such improvement and you hereby forever relinquish and assign all your rights to the Company including for the purpose of seeking any patent rights in respect thereof or for any other purpose in any part of the universe. You hereby also agree to sign any document for above purpose and such binding will continue even after your separation as long as the document relates to work during the period of your employment.
17. We welcome you to the organization and look forward to your enriching our human resource and through your dedicated performance, making the company/ group more strong and competitive. In reception, we assure you of a long, challenging, happy and rewarding career.

Note – In Addition to Monthly Stipend you would also be eligible for below mentioned benefits;
Performance Linked Incentive (PLI) – Rs. 0.00/- (payable as per Company Policy)
Loyalty Bonus – Rs. 0.00/- (payable after every 3 months)

Yours faithfully,

For Eureka Outsourcing Solutions Private Limited

Authorised Signatory
Jayesh Shettigar
VP -Human Resource & Compliance

NOTE: This is digitally signed document and does not require a physical signature. If no query is raised within 7 working days from the date of receipt of this document, then the same shall be deemed to be accepted by you.

Mavit Joseph



Suresh Raj



Sukra

**PLK Logistics**

CHA LIC No. : CHN/R-71/2010

(Recognised by Government of India)

The Catholic Centre, III Floor, Door No. 5,

New No. 108, (Old No. 64) Armenian Street, Chennai - 600 001, India

Ph : 91 - 44 - 42358031 / Telefax +91 - 44 - 42358033

E-mail : palaniplk@plklogistics.com / plklogistics@gmail.com www.plklogistics.com

● SHIPPING & AIR FREIGHT ● CLEARING & FORWARDING ● WAREHOUSING & TRANSPORTATION

18.10.2025

To,
Mr. Sukra
Chennai

Sub: Offer Letter

Dear Mr. Sukra,

Further to your interview, we are pleased to offer you the position of Executive at our Chennai office.

Your date of joining will be **1st November 2025** and the probation period will be 6 months, during which you will receive a consolidated salary of Rs. 15,000/- per month. Upon successful completion of the probation period, you will be confirmed in the role, and your salary will be reviewed after the confirmation.

We are delighted to welcome you to PLK LOGISTICS and look forward to a long and successful association with you.

Wish you all the best
For PLK LOGISTICS


M. Palaniappan
Proprietor





Karthik D



27-Oct-2025

Karthik D
17/2, New Street
Triplicane
Chennai, Tamil Nadu, India

Dear **Karthik D,**

Reference to the interview you had with the Company, we are delighted to offer you the position of **Business Operations** in **CG 2, Junior Officer** based at **Chennai - Main (CPU)** in our Organization.

We are sure that you will bring your unbridled enthusiasm and expertise into your specified role. We assure you that your willingness to learn and drive for growth will provide you with great opportunities for a fulfilling & comprehensive career growth within the Organisation. Please note that this position is transferable across any location, in order to undertake specific assignments.

Your annual CTC would be Rs. 2,02,507 (Inclusive of all short term & long term benefits). Refer Annexure for the details of your compensation structure.

Please sign and return the duplicate copy within 7 days of issuance of this letter, otherwise this offer will become null & void. A formal appointment letter will be issued to you before your date of joining. The terms and conditions of your employment would be as per your appointment letter.

Your appointment is subject to successful completion of all the necessary formalities.

We are attaching the list of documents to be submitted (Annexure) for issuance of appointment letter.

We look forward to meeting you soon and trust that your association with Chola will be a mutually beneficial one.

Welcome to the Cholamandalam Family!

Yours faithfully,
For Chola Business Services Limited

Narendran N
Executive Vice President

Chola Business Services Limited

"Chola Crest", C54-55 & Super B-4, Thiru-Vi-Ka Industrial Estate,
Guindy, Chennai - 600032. Tel.: 044 4090 7172 | Fax: 044 4090 6464
Toll-Free No.: 1800 102 4565 | Website: www.cholamandalam.com
CIN: U72300TN2004PLC054887 | GST: 33AACCC5400D1ZH

An Associate of
Cholamandalam Investment
and Finance Company Limited

Dimple S



Offer Date : Jun 04,2025

Offer No : GS20253022

FIXED TERM EMPLOYMENT CONTRACT

Dear Dimple Shoban Babu

We are pleased to offer you employment at Quess Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to **STAR HEALTH AND ALLIED INSURANCE COMPANY** under this Contract. The terms of employment are exclusively with Quess, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from **Jun 04,2025** be deputed by Quess, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from **Jun 04,2025 to Apr 03,2026**.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at **Chennai**.

POSITION:

You are appointed as **TELESALES OFFICER**.

REMUNERATION:

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid from **Jun 04,2025 to Apr 03,2026**. This contract may be considered for an extension depending on the client and Quess' requirements. The extension of contract period would be considered on fresh terms as agreed between you and Quess through a separate mutually executed contract of employment. Quess shall inform you in writing of the extension requirements

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.



Validate offer letter here

QUESS Corp Limited
Quess Tower, Sky Walk Avenue, 32/4, Hosur Road, Bommanahalli, Bengaluru, Karnataka-560068
<http://www.uesscorp.com> | Toll Free No: 1800-572-3333

Offer No : GS20253022
page-01

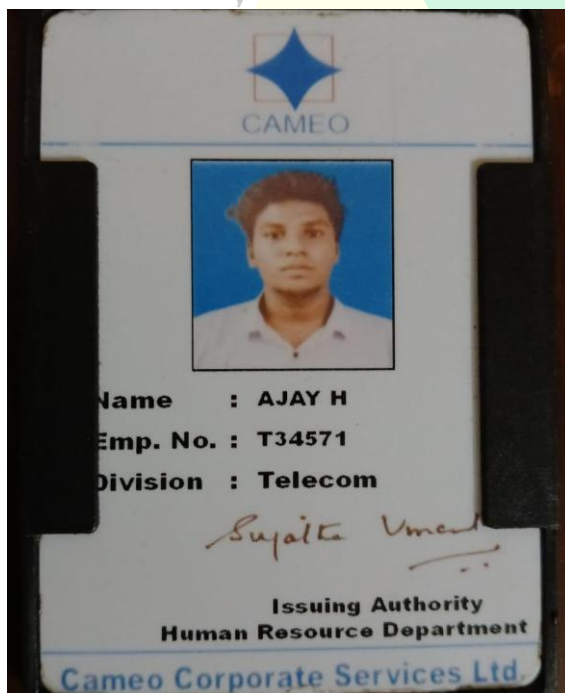
Sanjay G



Prasad



Ajay H



Dinesh Kumar



Princy Ruth



ASC/JOB OFFER/ACCTS/709-2025

Ms Princy Ruth Martin
 Passport No. AA823408-India
 Email : martinprincy04@gmail.com
 Contact No: +971 545703170

Air Speed Charter FZE
 B1-15, SAIF Zone,
 Post Box 9518, Sharjah,
 United Arab Emirates
 Telephone (24/7): + 971 6 5579277
 Facsimile: + 971 6 5579276
info@airspeedcharter.aero
www.airspeedcharter.aero

02 September 2025

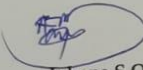
JOB OFFER LETTER

Air Speed Charter FZE is pleased to offer you the position of 'Accountant' with following terms:

1. Total Salary:
 - a. During Probation: **AED 4000.00 (All Inclusive).**
 - b. After Probation: **AED 4500.00 (All Inclusive).**
 - c. Annual Leave: **30xDays upon completion of one year of service.**
 - d. Air Ticket (Return): **To home country/city once a year upon completion of one year of service.**
2. Probation: **03xMonths.**
3. Contract Commencement Date: **08 September 2025 (date of joining).**
4. Employment Contract: **will be signed upon acceptance of Job Offer and on joining.**
5. Employment Visa: **will be applied upon joining.**
6. Rest of the terms & conditions will be defined in the Employment Contract.

If you accept the offer, please sign and return this Offer Letter to the HR Dept of ASC.

Sincerely



Johana S Omar
 Admin & HR Officer
 Email: admin@airspeedcharter.aero
 Tel: +971 6 5579277



ACCEPTANCE

I, the undersigned am pleased to accept the job offer with terms mentioned above.



Princy Ruth Martin
 Dated: ___ September 2025

ASC/JOB OFFER/ACCTS/709-2025

10F1

Swetha Evelyn



أمان لتدصيل الديون
AMAN DEBT COLLECTION

Date: Oct 13th, 2025

Dear Ms. Swetha Evelyn

LETTER OF OFFER

We are pleased to confirm your temporary appointment with Aman For Debt Collection, your appointment is conditional on the terms and conditions stated in this letter.

An appointment as per details given below:

- a) You will be designated as Collection Officer
- b) Office location is at Sharjah, UAE
- c) Date of joining is Oct 10th, 2025
- d) Compensation of AED 2,800 /- Month

Your employment requires you to cover allocated duties in our Collection Department. As a temporary appointee, the extension and confirmation of your employment will be purely based on your performance and/or by mutual agreement between you and the company. It may also be ended or modified at any time, should the needs of the department change. In-case you wish to end this appointment you need to notify the same to your reporting manager with a formal written notice and are also required to complete the current month.

Additionally, you would also be under a probation period for 06 months as per Ministry of labor

We would like to take this opportunity to welcome you to Aman Debt Collection and wish you a long and rewarding career with us.

You are requested to sign and return the copy of this letter as a token of your acceptance of the temporary appointment.

Sincerely,
For, Aman Debt Collection

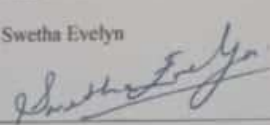


Sidharth Takhtani
Manager Director

I accept the offer as outlined above.

Name: Ms. Swetha Evelyn

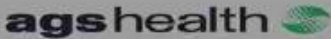
Date: Oct 08th, 2025

Signature: 

Tel: 06-5197300
Sharjah - Bohaira Corniche St. P.O Box: 82804

هاتف : 065197300
شارع كورنيش البحيرة، صنفوى بريد: 82804

Monish


www.agshealth.com

OffLET2923353Aug-2025-CH
August 14,2025
Monish R
Chennai

Offer Letter

Dear **Monish**,

Congratulations! we are pleased to offer you the position of **Trainee - Process Associate** at AGS Health Private Limited.

Your annual cost to company (CTC) would be **INR.204,000**. In addition to this, you will also be eligible for a performance based incentive up to **INR.102,000 per annum**, to be paid as per the Company's incentive policy, after your successful completion of On the Job Training (OJT) which will vary from process to process. Annexure A contains the break-up of your compensation package.

Your base location will be at **Chennai**. You will be required to work in any of our office locations and such locations are subject to change at the discretion of the company. Further, you agree and understand that depending on the business requirements of the company, you may be asked to change your project/process and you may be asked to work in different shift timings.

We request you to join us on or before **August 14,2025**. Please note that this appointment is subject to satisfactory achievement of training requirements as mentioned in Annexure B and completion of background verification and other joining formalities.

You would be provided with an appointment letter along with the Terms and Conditions of Employment upon your joining. We look forward to you joining us.

AGS Health treats Information Security Compliance with paramount importance. As a candidate seeking employment with AGS Health, it is imperative that you adhere to the Information Security policy guidelines in vogue. You would be briefed about the guidelines at the time of joining.

Please do not hesitate to call us for any information you may need. Please sign the duplicate of this offer letter as your acceptance and forward the same to us.

To confirm your acceptance of our offer, please sign below and send us a scanned copy of the signed offer letter. This offer letter is valid till .

Sincerely,



Suresh Divakaran
Associate Director - Talent Acquisition

Acceptance of Invite:
I accept the terms and conditions of this offer letter and the attached annexures, and agree to be legally bound by the same.

Signature: _____ Date: _____

1. The compensation matrix may differ as per prevailing market indices of the base location (i.e. where you will be based out of and will work for AGS Health).
2. At the time of joining, please bring all the documents as mentioned in the Joining Checklist (Annexure B).

2nd Floor, Prince Infocity II, 141, Kottivakkam Village, Rajiv Gandhi Salai, Kandanchavadi, Chennai, Tamil Nadu, India,
PIN: 600095



Manikandan R



More Comfortable and More Economical

CIN : U63030TN2022PTC153615
G m ail ID: tickyourtour@gmail.com

17-11-2025

APPOINTMENT LETTER

To,
Mr. Manikandan R
S/o
Ramesh,
10/12,
Subiramaniya Street,
VTC: Triplicane,
PO: Triplicane,
Sub district: Chennai,
State: TamilNadu,
PINCODE: 600005,

I hope this email finds you well. I am writing to inform you that after careful consideration of your application and a successful interview, we are pleased to offer you the position of **Junior Travel Assistant (JTA- Tamil & English) at Tick your Tour Pvt Ltd**. Congratulations!

We were impressed with your qualifications, experience, and the enthusiasm you demonstrated during the interview process. Your skills and background align perfectly with the requirements of the role, and we believe you will make a valuable addition to our team.

Below are the details of our offer:

Position : Junior Travel Assistant (JTA- Tamil & English)
Department : Sales Department
Start Date : 24th NOVEMBER 2025.
Job Location: Chennai Office

Compensation:

The offered stipend for this position for **first 1-month will be 20000/-**

Note: On successful completion of training period From 2 month onwards your salary will be 25000/- that along with allowances effectively from 2ndmonth onwards.

Registered at: SJM House, 52, 1st Floor, Nelson Manickam Rd, above Bank of Baroda, Thiruvengatapuram, Choolaimedu, Chennai, Branch, Tamil Nadu 600 094.



Abdul Hakeem



Offer: Computer Consultancy
Ref: TCSL/DT20256453736/Chennai
Date: 07/08/2025

Mr. Abdul Hakeem R
Old No.6/B, New No.22Bazaar Road,
Mylapore,
Chennai-600004,
Tamil Nadu.
Tel# 91-9940287500

Dear Abdul Hakeem R,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹2,80,010/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹11,765/-** per month.

TCS Confidential
TCSL/DT20256453736

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Asifa

**UEDUCATE GLOBAL PRIVATE LIMITED**

Regd. Off : "Chettinad Chambers", 1st Floor, No. 39, Dr. Radhakrishnan Salai, 5th Street,
Mylapore, Chennai - 600 004. Ph : 044 - 42056903 Email : indipurchase@gmail.com

CIN : U85499TN2023PTC159728

Date:02-05-2025

To,
Ms.Asifa Gracy C,
No.13/7, New Street,
Near EB Office,
Chepet Chennai,
Mobile: 94880 41964

Dear Asifa,

Sub: OFFER LETTER

Greetings from Pioneer Group!!!

Further to your job application and the personal interview attended by you on **07-04-2025**, we are pleased to inform you that you have been selected for the post of "**Content Creator and Content Editor**" in our Organization, and your consolidated all-inclusive salary shall be **Rs.22000/- (Rupees Twenty two thousand only) per month**. You shall be on probation for the first six months of your employment. Your position is a regular full-time employment with the Organization, and you need to work from **Monday to Saturday between 9.30 AM and 7 PM** and follow the rules and regulations of the Company. You shall report to your M/ TL /GM / VP and submit your daily work reports to him in the prescribed format in our Planning and Scheduling Software, with copies to your MD, DGM, and HR.

**UEDUCATE GLOBAL PRIVATE LIMITED**

Regd. Off : "Chettinad Chambers", 1st Floor, No. 39, Dr. Radhakrishnan Salai, 5th Street,
Mylapore, Chennai - 600 004. Ph : 044 - 42056903 Email : indipurchase@gmail.com

CIN : U85499TN2023PTC159728

During the probation period, your service can be terminated by giving a short notice. Kindly bring the following documents in original for verification, and copies to be submitted to the HR Department at the time of joining. You will serve a one-month notice period on your probation period.

- (1) Certificates in proof of your Academic / Technical Qualifications
- (2) Records in support of your previous experience (appointment order, salary certificates / salary slips) and Relieving Documents)
- (3) ID & Address Proof (PAN & Aadhaar card)
- (4) Bank account details
- (5) Recent passport-size photograph

We welcome you to our organization and wish you all the best. Kindly acknowledge receipt of the offer as a token of acceptance and confirm your date of joining (2-05-2025).

For M/S UEDUCATE GLOBAL PRIVATE LIMITED


Director





Esther

**UEDUCATE GLOBAL PRIVATE LIMITED**

Regd. Off : "Chettinad Chambers", 1st Floor, No. 39, Dr. Radhakrishnan Salai, 5th Street,
Mylapore, Chennai - 600 004. Ph : 044 - 42056903 Email : indipurchase@gmail.com

CIN : U85499TN2023PTC159728

Date:02-05-2025

To,
Ms.Esther Rajathi S,
No.7, IIT Colony 3rd Cross Street
Pallikarani Narayanapuram
Pin: 600100
Mobile: 98841 17173

Dear Esther Rajathi,

Sub: OFFER LETTER

Greetings from Pioneer Group!!!

Further to your job application and the personal interview attended by you on **10-04-2025**, we are pleased to inform you that you have been selected for the post of "**Academic Counsellor**" in our Organization, and your consolidated all-inclusive salary shall be **Rs.25000/- (Rupees Twenty-five thousand only) per month**. You shall be on probation for the first six months of your employment. Your position is a regular full-time employment with the Organization, and you need to work from **Monday to Saturday between 9.30 AM and 7 PM** and follow the rules and regulations of the Company.

You shall report to your BM/ TL /GM / VP and submit your daily work reports to him in the prescribed format in our Planning and Scheduling Software, with copies to your MD, DGM, and HR.

**UEDUCATE GLOBAL PRIVATE LIMITED**

Regd. Off : "Chettinad Chambers", 1st Floor, No. 39, Dr. Radhakrishnan Salai, 5th Street,
Mylapore, Chennai - 600 004. Ph : 044 - 42056903 Email : indipurchase@gmail.com

CIN : U85499TN2023PTC159728

During the probation period, your service can be terminated by giving a short notice. Kindly bring the following documents in original for verification, and copies to be submitted to the HR Department at the time of joining. You will serve a one-month notice period on your probation period.

- (1) Certificates in proof of your Academic / Technical Qualifications
- (2) Records in support of your previous experience (appointment order, salary certificates / salary slips) and Relieving Documents)
- (3) ID & Address Proof (PAN & Aadhaar card)
- (4) Bank account details
- (5) Recent passport-size photograph

We welcome you to our organization and wish you all the best. Kindly acknowledge receipt of the offer as a token of acceptance and confirm your date of joining (**12-05-2025**).

For M/S UEDUCATE GLOBAL PRIVATE LIMITED

Director



Amanda Andrea Pope



ALPHA GROUP OF INSTITUTIONS

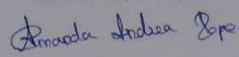
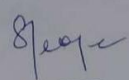
CONTRACT OF EMPLOYMENT

Ref No: AGI /HRD/2024-2025/269 Date: 08.05.2025

Dear Ms. Amanda Andrea Pope,

We thank you for your interest in working with the Alpha Group of Institutions, Chennai ("Alpha Group"). We are pleased to contract you on the following terms & conditions.

1	Designation	:	PRT English
2	Report to	:	The Principal – Alpha CBSE School – West C.I.T Nagar
3	Scope of Functions	:	Your scope of functions and a brief description of your work will be communicated to you by the reporting head.
4	Place of Work	:	Alpha Group of Institutions– West C.I.T Nagar or such other place as may be decided by the management of Alpha Group.
5	Tenure/Probation Period	:	The tenure of your employment will commence with effect from 29.05.2025. You will be on probation for a period of one (1) year from the date of joining. Depending upon your performance, the management of the Alpha Group shall either Confirm you or Extend your probation or Terminate your contract on its sole discretion. The decision of management of Alpha group shall be final and binding upon you.
6	Leave & Entitlements	:	You will be paid a Gross salary of Rs. 25,009/- per month. You will not be entitled to any other benefit or allowance. Statutory taxes will be deducted. You will be entitled to leave as per the Alpha Group HR leave policies, the mandatory public holidays and Sundays. Any other leave taken will be treated as Leave without pay.
7	Termination	:	The Alpha Group may terminate your contract without assigning any further reason by issuing one-months' notice or pay one month's salary in lieu of notice.
8	Resignation	:	In case, you wish to resign, you may do so by issuing 3 (three) months' notice or make payment of 3 (three) month's salary in lieu of notice. Teaching faculty will not be relieved in the mid of the academic year. Leaving in the middle of the academic year will be considered as breach of your contract terms & conditions. Only the Institution working months shall be considered for notice period. The Institution annual vacations and term end break holidays shall not be a part of notice period. Employees in notice period shall not be eligible for any leave including casual leave, vacation salary or any other benefits.

16, III Cross Street, West CIT Nagar, Chennai – 600 035
Tel: 044-24358242, 2432 3179 Website: www.alphagroup.edu

Godpearl

YOUNG MEN'S CHRISTIAN ASSOCIATION, MADRAS

T. ISAIAH KUMAR
President

B. RAVIKUMAR DAVID
Hony. Treasurer



1890 2025
OVER A CENTURY OF DEDICATED SERVICE

VINCENT SAHAYARAJ
Vice - President

P. ASIR PANDIAN
General Secretary & CEO

Regd. Office: YMCA, No. 24 / 223, N. S. C. Bose Road, Esplanade, Chennai - 600 001. INDIA.
Off. : 2538 3941, 2538 3981, 4861 3941 E-mail: gs@ymcamadras.org.in Website: www.ymcamadras.org.in

To
Ms. Godpearl J. Merlyn Stephyia
No5/23, A4, 2nd Seven Wells Street,
St. Thomas Mount
Chennai – 600 016.

Sub: Appointment as English Teacher, on Probation.

Dear Ms. Merlyn Stephyia,

You are appointed as Teacher in YMCA Boys Town High School, Fort, Chennai – 600 009,
on PROBATION for a period of one year, on the following terms and conditions.

PROBATION:

- a. You will be on probation for a period of one year from the date of your joining.
- b. You would be confirmed in the services of the Madras YMCA on successful completion of your probation and confirmation, if and when done, which shall be in writing. You will continue to be on probation until confirmation.
- c. Your probation is liable to be extended at the discretion of the Management if your performance/conduct/attendance is not found satisfactory during your probation.

REMUNERATION:

- a. Your consolidated pay (inclusive of all allowances) will be Rs.15,000/- per month.
- b. Any annual increment shall be solely based on your overall attendance and performance as assessed by the Management.

OTHER CONDITIONS:

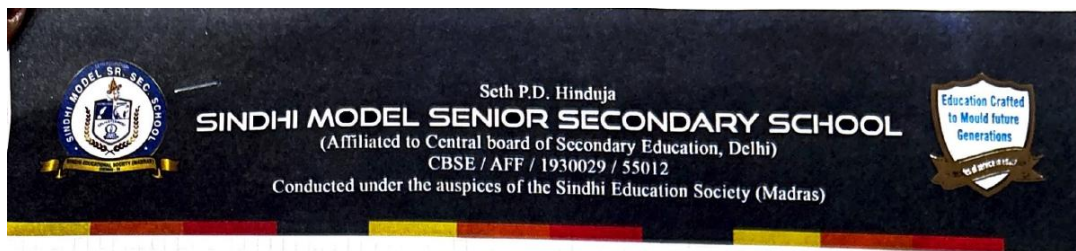
- a. **Hours of work**

You will observe the timings and the weekly holidays applicable to the Staff of Madras YMCA.

9th August, 2025

Page 1 of 3

Kathryn



LETTER OF APPOINTMENT

Dt: 11/08/2025

Miss Karthryn Julia R, M.A., B.Ed., residing at No. 6/11 A, Custian Beach Street, Santhome, Chennai – 600 004, is appointed as **PRT English** on temporary basis in this institution for the period from **11.08.2025 to 30.04.2026** without any further claim on this institution thereafter of whatsoever nature and on the terms and conditions of appointment of temporary teachers in this institution, a copy of which is attached herewith and also rules and regulations as may be framed hereafter from time to time.

She will be started on a total consolidated salary of **Rs. 25,000/-** (Rupees Twenty Five Thousand only)

She will report herself for duty on **11th August 2025** by 8.00 AM and carry out all the duties that may be assigned to her.


DANESHKUMAR N. CHHABRIA
Hon. Secretary
COMMITTEE OF MANAGEMENT

I was given a copy of the rules and regulations of the School
I read it and agreed and I will carry out my duties accordingly.

Received the Appointment Order with thanks.

Accepted and agreed.

Signature with Date:

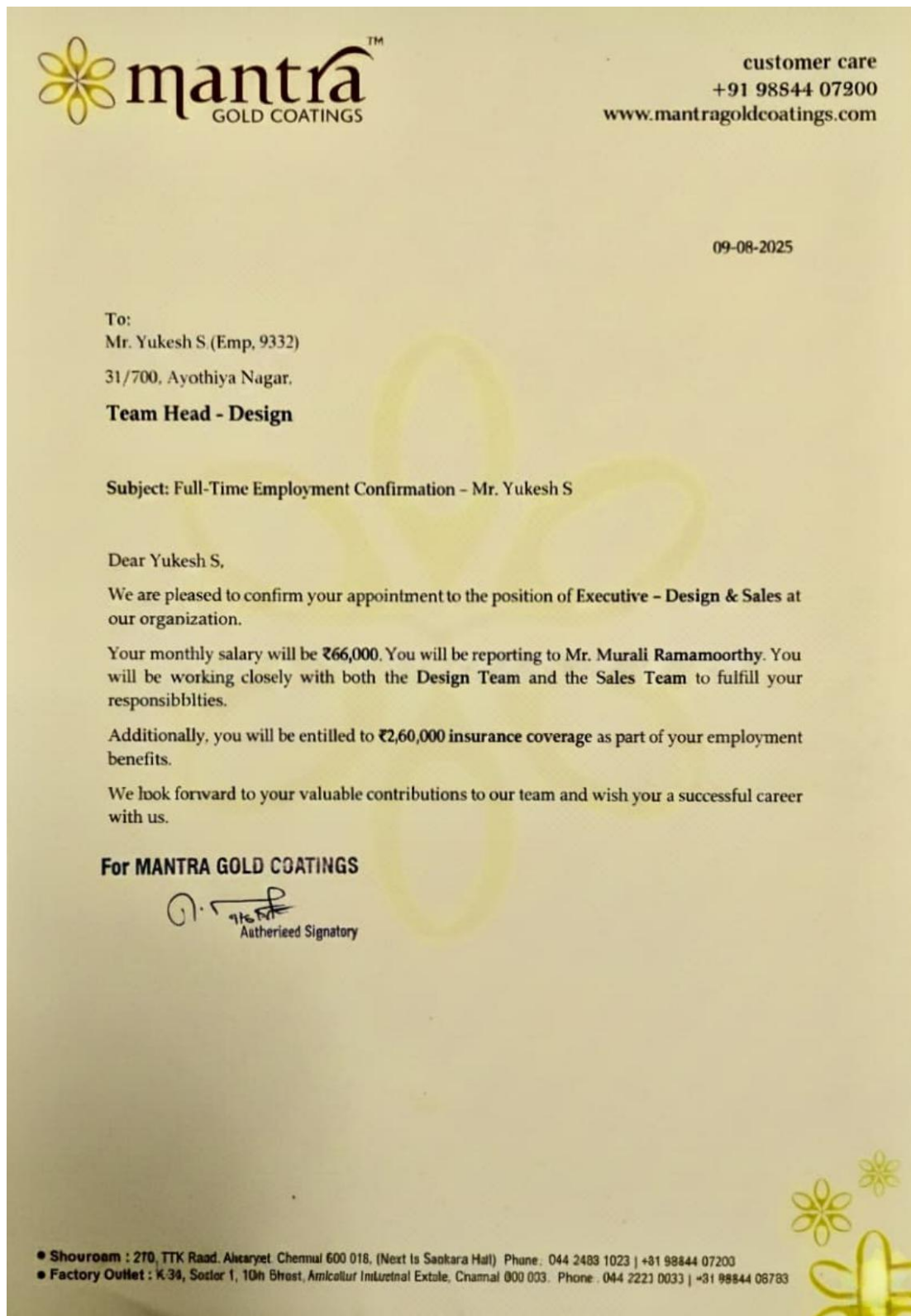
Address in full:

 No.1, Damodaran Street,
Kellys, Chennai - 600010

 www.sindhimodel.in
admin@sindhimodel.in

 044 - 2644 2454
73587 59297

Yukesh





Maria Caroline Vinisha

 **SAINT JOHN'S EDUCATIONAL TRUST**
#2, Second Cross Street, Customs Colony, Besant Nagar, Chennai - 90. Tel: 044-24917411 / 24913215
Late Rt. Rev. Dr. G. Rajakumar, Founder Chairman. | Late Smt. Sakuntala Rajakumar, Co-Founder

03.11.2025

To

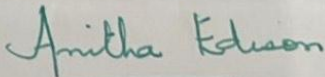
Ms. MARIA CAROLINE VINISHA .V

Madam,

Sub : **ORDER OF APPOINTMENT**
Ref : Your Application and Personal Interview.

- ❖ With reference to your application cited above and in continuation to your personal interview with the selection committee, you are hereby informed that your application is favourably considered and you have been selected and duly appointed on temporary basis as **SGT – ENGLISH** for 2025 - 2026 with effect from 03.11.2025 ending 30.04.2026.
- ❖ You will be on probation / temporary appointment for one year from the date of joining duty. The period of probation / temporary appointment may be extended by a further period of one year and your service during probation / temporary appointment can be terminated without assigning any reason.
- ❖ For any reason, you opt to leave the institution during the period of probation / temporary appointment, you are required to produce one month's advance notice, failing which you need to surrender one month's salary.
- ❖ After completing the probation and after you are made permanent, your service is liable to be terminated by an order of termination simplicities with or without assigning any reason and you will be given three months notice or salary in lieu of three months notice.
- ❖ Only when your valid original certificates related to your post has been submitted your appointment will be confirmed.
- ❖ **YOU ARE POSTED AT**
Name of the Institution : **St. John's English School & Junior College**
Address : **2nd Cross Street, Besant Nagar, Chennai – 90.**

 **Office Seal**


MRS. ANITHA EDISON
Trustee – S.J.E.T &
Correspondent - St. John's



Priyanka

**UEDUCATE GLOBAL PRIVATE LIMITED**

Regd. Off : "Chettinad Chambers", 1st Floor, No. 39, Dr. Radhakrishnan Salai, 5th Street,
Mylapore, Chennai - 600 004. Ph : 044 - 42056903 Email : indipurchase@gmail.com

CIN : U85499TN2023PTC159728

Date:02-05-2025

To,
Ms.Priyanka,
No A1 Vasanth Apartments,
Seventh Mada Street, Srinagar
Colony Saidapet Chennai
Pin: 600 015
Mobile: 8608828260

Dear Priyanka,

Sub: OFFER LETTER**Greetings from Pioneer Group!!!**

Further to your job application and the personal interview attended by you on **07-04-2025**, we are pleased to inform you that you have been selected for the post of "**Content Creator and Content Editor**" in our Organization, and your consolidated all-inclusive salary shall be **Rs.25000/- (Rupees Twenty five thousand only) per month**. You shall be on probation for the first six months of your employment. Your position is a regular full-time employment with the Organization, and you need to work from **Monday to Saturday between 9.30 AM and 7 PM** and follow the rules and regulations of the Company. You shall report to your M/ TL /GM / VP and submit your daily work reports to him in the prescribed format in our Planning and Scheduling Software, with copies to your MD, DGM, and HR.

**UEDUCATE GLOBAL PRIVATE LIMITED**

Regd. Off : "Chettinad Chambers", 1st Floor, No. 39, Dr. Radhakrishnan Salai, 5th Street,
Mylapore, Chennai - 600 004. Ph : 044 - 42056903 Email : indipurchase@gmail.com

CIN : U85499TN2023PTC159728

During the probation period, your service can be terminated by giving a short notice. Kindly bring the following documents in original for verification, and copies to be submitted to the HR Department at the time of joining. You will serve a one-month notice period on your probation period.

- (1) Certificates in proof of your Academic / Technical Qualifications
- (2) Records in support of your previous experience (appointment order, salary certificates / salary slips) and Relieving Documents)
- (3) ID & Address Proof (PAN & Aadhaar card)
- (4) Bank account details
- (5) Recent passport-size photograph

We welcome you to our organization and wish you all the best. Kindly acknowledge receipt of the offer as a token of acceptance and confirm your date of joining (2-05-2025).

For M/S UEDUCATE GLOBAL PRIVATE LIMITED

Director





Sanchia

Medical Billing Wholesalers®

A division of Acrologic Business Solutions (P) Ltd.

**18-07-25**

To

Sanchia Saldra Mary David Raj,
No: 27, Mathiyas Nagar, St Thomas Mount,
Chennai – 600016.

Dear Sanchia Saldra Mary David Raj,

Sub: Offer of Appointment

We are glad to offer you the position as **Trainee – AR** in our organization. Kindly sign the duplicate copy of the letter and forward it to the undersigned. Your date of joining will be on or before **21st Jul, 2025** beyond which this offer stands revoked.

Please bring the following documents in original as well as photocopies on the DOJ.

1. Educational documents – 10th / 12th or Diploma / UG / PG
2. Previous company's Offer Letter – **If applicable**
3. Previous company's Relieving Letter – **If applicable**
4. Copy of previous company's Pay slips – last 3 months – **If applicable**
5. Copy of PAN Card
6. Copy of Aadhar Card
7. Photographs – 4 nos. (Color)
8. Cheque leaf / Bank Statement of your active bank account with account holder name.

We welcome you to our **MBW family**,

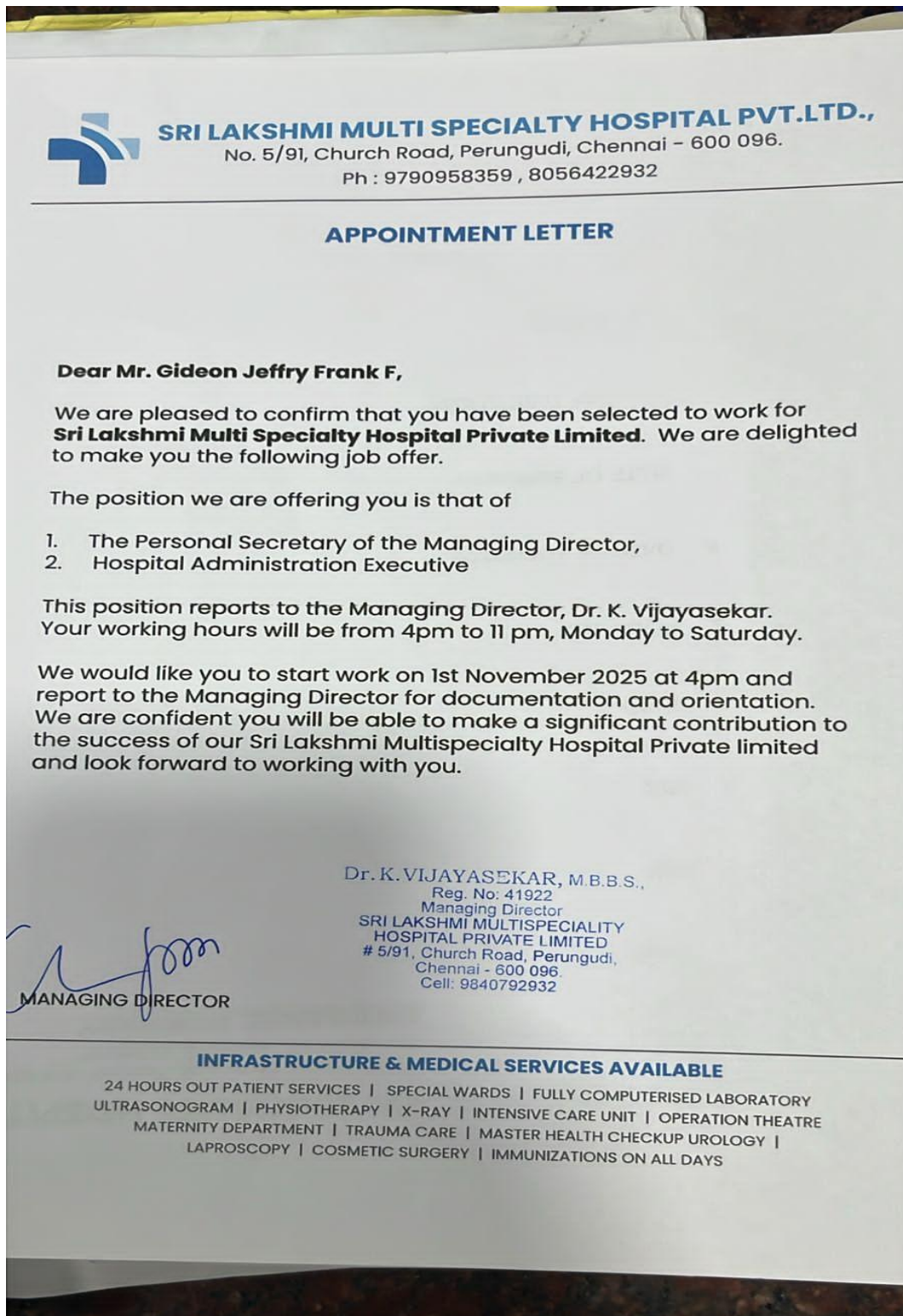
For Acrologic Business Solutions (P) Ltd.

Kameswaran K
Manager – Talent Acquisition

+91 44 42138889 / 42143005
info@medicalbillingwholesalers.com
www.medicalbillingwholesalers.com

WorkEZ, Block B, 4th Floor,
RKSwamy Centre, 3/147, Pathari Road,
Thousand Lights, Chennai-600 006

Gideon



Dhanush Narayanan



23/10/2025

Provisional Offer of Employment

Dear Dhanush Narayanan

We are pleased to offer you employment in our organization as **Executive-Recruiter** and that your services are being deputized to **Swiggy Limited (SNC)** on the following terms and conditions

Your employment will be valid from **25-10-2025 to 24-04-2026**

During the above mentioned period, your services may be deputized to our client to do work pertaining to (incidental) to the client's business, at any of their locations within India.

Your **Monthly Net Take Home** will be **Rs 15000**

The terms and conditions of your deputization will be as follows.

Your performance and conduct will be assessed to ensure you meet the company's expectations and requirements during a 30-day probation period. During this time, either party may terminate the employment contract by providing a 7-day notice or paying salary in lieu of notice, in accordance with company policy.

Either party may terminate the contract by providing a 15-day written notice or paying salary in lieu of notice effective after the completion of the probation period.

Your employment is subject to:

- Proof of your educational certificates Mandatory, Aadhar proof, Age Proof and Passport size photographs. Proof of your educational certificates Mandatory, Aadhar proof, Age Proof and Passport size photographs.
- You have to fill joining Form, Applicant Profile form and PF Nomination form, etc. and arrange to submit it on or before joining.
- 15 days of probation for new Fila and 7 days of notice period if they you are not clearing the probation.
- 7 days of notice period for people put in PIP (if not cleared) and for people who are planning to leave.

Please note that this is only an offer of employment for a fixed term and is not to be constructed as an appointment letter. An appointment letter would be issued to you on your accepting this offer.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the offer, a detailed appointment letter would be sent to you once you fulfill our employment conditions and join duty.

Wishing you the very best!

With warm regards,

Yours truly,
For CIEL HR Services Limited



Aditya Narayan Mishra CEO

(Acceptance Signature and Date)

Eega Harsha Vardhan



Employee ID :981ac4380ad5

OFFER LETTER

17 September 2025

Electronic city Bengaluru ,Karnataka,
PN 560100
support@infotact.in
+91 9124936538

Start Date : 25/09/2025
End Date : 25/11/2025
Domain : UI/UX Design

Dear Eega Harsha Vardhan,

We are pleased to offer you an internship opportunity with Infotact solutions as an **Design Associate L1**. This internship will provide you with valuable hands-on experience, enhance your skills, and offer insights into real-world projects within a dynamic team environment.

Key Details of the Internship:

- **Location:** Fully remote
- **Stipend:** Performance-based stipend of up to ₹5,000 per month, subject to your contribution and achievement of predefined goals.
- **Reporting Manager:** You will report to your manager/trainer and are required to provide weekly updates on assigned tasks and projects during reviews.

Key Responsibilities:

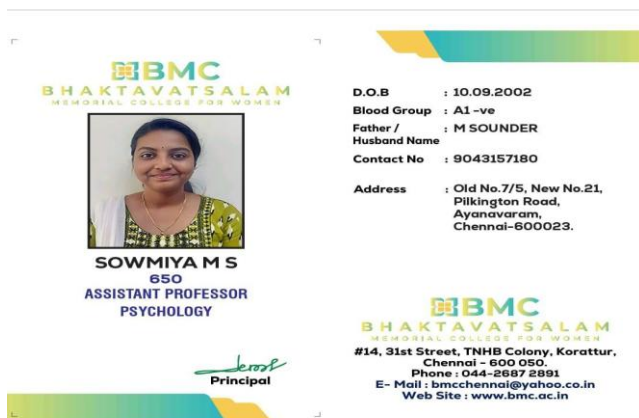
As an **Design Associate L1**, your role and responsibilities will include:

- Collaborate with web development and product teams to design intuitive, user-centered interfaces for websites and web applications.
- Create wireframes, mockups, prototypes, and user flows using tools like Figma, Adobe XD, or Sketch based on project requirements.
- Conduct user research, interviews, and usability testing to gather insights and validate design decisions.
- Apply UI design principles, color theory, typography, and layout best practices to enhance user experience and accessibility.
- Work closely with developers to ensure seamless implementation of designs and maintain consistency across platforms.
- Document design systems, component libraries, and interaction patterns to streamline the design process.
- Stay updated with the latest design trends, tools, and user behavior to continuously improve UI/UX standards.

Infotact solutions confidential document



Sowmya MS



Pradhiksha



Sharmilee



Thilothamma





Nancy Jasmir

DM **PARAMOUNT THERAPY CLINIC**
(Centre of Child Development & Learning)

PARAMOUNT THERAPY CLINIC
G. KEERTHI RAJ BASLP, MSc Psy
AUDIOLOGIST & SPEECH THERAPIST & Psychologist
Managing Partner

RCI No: AS7039

OCCUPATIONAL THERAPY/SPEECH THERAPY/SPECIAL EDUCATION/COUNSELLING/BEHAVIOUR THERAPY
Address: No.1 Ground floor, Ganapathypuram Main Road, Pallikaranai Chennai 600100

Date: 18.08.2025

APPOINTMENT ORDER

Dear Ms. NANCY JASMIR. R

Following your acceptance of the job offer, we are pleased to confirm your appointment with **PARAMOUNT THERAPY CLINIC** as a **Special Educator** at the **Pallikaranai** branch. Your employment with Paramount Therapy Clinic will commence on **August 18th, 2025**.

Your employment is subject to the terms and conditions outlined below:

Work:
Your work timings are from 10:30 AM to 7:30 PM, Monday to Friday, and from 9:00 AM to 6:00 PM on Saturdays.

Salary:
Your monthly salary is Rs. 18,000.

Annual Leave:
You are entitled to 12 days of paid leave per year after the probation period (6 months).

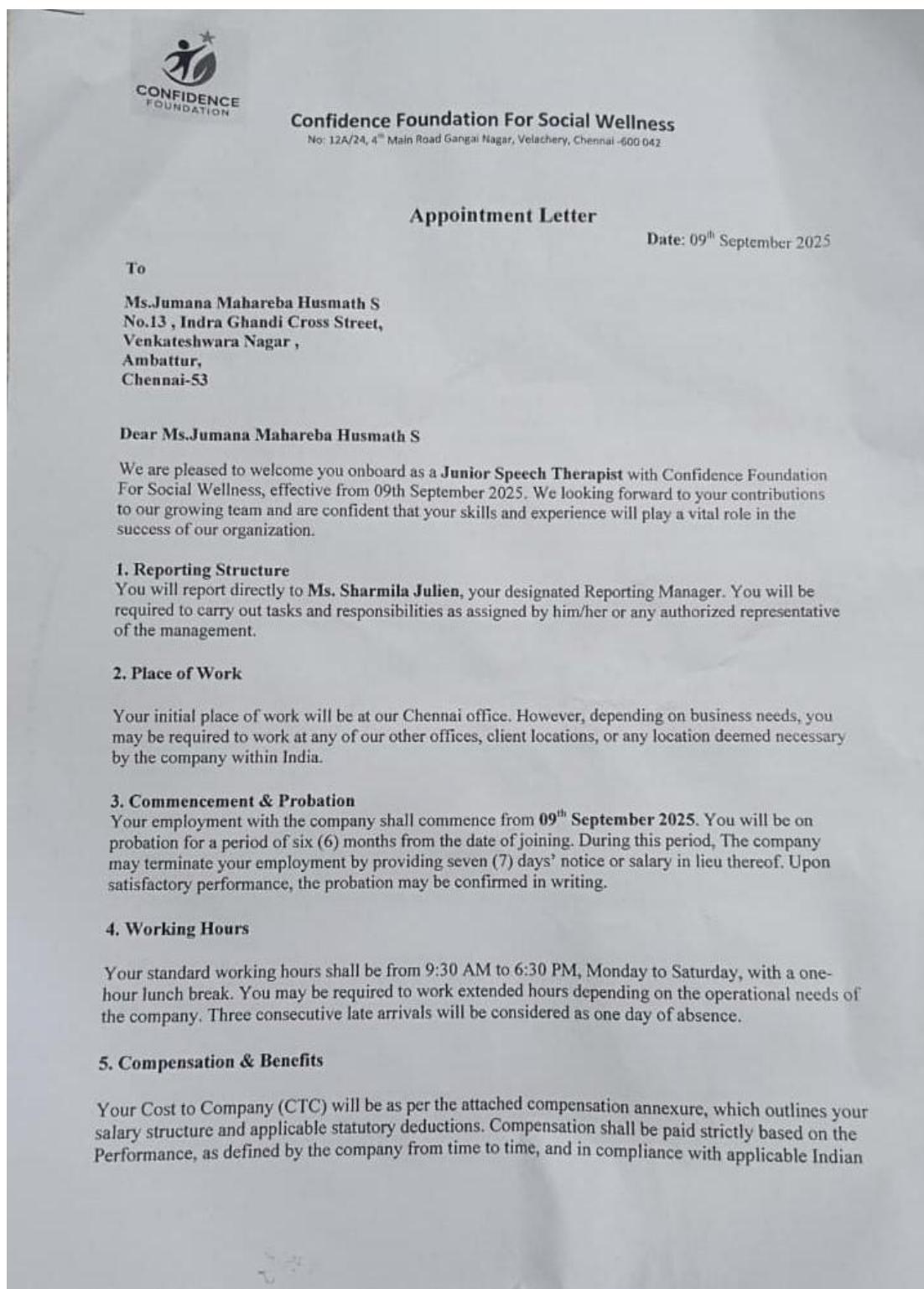
Congratulations on your appointment and welcome to **PARAMOUNT THERAPY CLINIC**. We wish you the best of luck in your new post.

Thank you


MANAGING PARTNER

FOR APPOINTMENTS:
Contact: Mobile: (+91)7338863120, (+91)9940370155
Website: www.paramounttherapyclinic.com

Jumana



Kishan



Goan Institute International Consociation of Education [GICE]

www.goaninstitute.org

Date: 13th September 2025

To,

Personal & Confidential

Name: Kishan Israel

Service Assignment Letter for the Skill Development Faculty Member

With reference to your application, interview and discussion, we are pleased to assign you the role of Skill Development Faculty Member on the following terms and conditions.

- Your service assignment as 'Skill Development Faculty Member' with Goan Institute International Consociation of Education [GICE], is on a fixed term basis as mentioned here in this service assignment letter and your initial place of appointment will be as per your and GICE's preference.
- Your initial place of appointment can be in Kerala/Telangana/Madhya Pradesh as per your and GICE preference.
The offered monthly remuneration is Rs.27500/-
In case of no vacancy of your preferred place, you can either opt for another state or withdraw back during the initial offline training session.
- The exact place of posting will be decided and intimated to you during the last phase of the full-time offline training in September 2025 from Cochin, Kerala.
- Your service assignment will commence on September 2025 in the school to which you have been assigned only after the successful completion of the 'In-house training' (In-house training is considered as the training and teaching practice received from GICE in September 2025 before the commencement of your assignment in the school).
- The nature of the assignment is to train School students (Classes from KG to XII) the skills such as life skills and soft skills especially English communication skill and personality development and the method of training is interactive.
- Remuneration: Your monthly consolidated remuneration mentioned above are applicable only if you are willing to take up the assignment at the place of posting decided as per the requirement of GICE.
- You are entitled to the above mentioned remuneration only from the date on which your assignment in the school commences i.e. from September 2025. The training and teaching practice from GICE during 'In-House Training' before the commencement of the assignment will not be remunerated.
- In case the commencement date of the assignment is extended from the above given date, your remuneration will be counted only from the date of commencement of the assignment in the school.
- Your efficiency and performance will be reviewed and assessed periodically during your period of service assignment.
- You may be entitled to further assignments depending on your performance in this initial service assignment period and as per the requirements of GICE.
- You need to complete the GICE's 'In-house training' session (offline) as per the GICE schedule before starting your work in school. The training cost is Rupees seven thousand five hundred. GICE will consider the training free of cost for all who are continuing till the completion of the initial service assignment period (September 2025 to March 2026). You can either pay the training fee during the offline training session or request GICE to deduct it from the first month's remuneration. You can claim back the amount, paid or deducted, in the sixth/seventh month's (February/March 2026) remuneration from the concerned accounts department. GICE will reimburse the specific amount along with last month's remuneration i.e. February/March 2026. However, this facility will

Fathima



NANHI

Speech & Language Therapy Clinic

Dated :

Dear Fathima M,

Sub:-Recruitment for the post of Behavioural Therapist

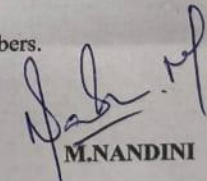
As per reference cited above and the interview, we are delighted to offer you the position of Behavioural Therapist with our organization from 02.06.2025 onwards on a full time basis with a salary of Rs.20000/- (Rupees twenty thousand only) per month. Pay scale will be revised after probation period of 3months based on clinical performance and duties.

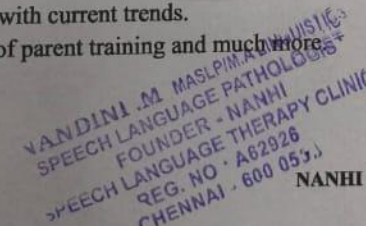
As a member of our team we expect your personal commitment in all the service and results that you provide as a representation of **NANHI Speech & language Therapy Clinic**.

We congratulate you on your appointment and assure you to get our full support for your professional growth and development.

Roles and Responsibilities

- Assessing, Diagnosing, and treating patients with sensory, behavior and cognitive impairments.
- Maintaining clinical records and equipment.
- Co-ordination and case discussion with trans disciplinary team members.
- Focus on updating with current trends.
- Learn the nuances of parent training and much more


M.NANDINI
FOUNDER & DIRECTOR
NANHI Speech & Language therapy clinic
CHENNAI-600055



31, ANANYA CLINIC, 1st Floor,
Defence colony, Muthapudupet,
IAF Avadi, Chennai- 600 055

✉ nanhispeech22slte@gmail.com
☎ +91 7010 032 789



Agalya



OFFER LETTER

Date: 20 May 2025

Agalya Kuppusamy

Dear Agalya Kuppusamy

We are delighted to extend this formal offer of employment to you for the position of **HR Trainee** Offered at **SCYO Decision Services**. After careful consideration of your qualifications and experience, we are confident that you will make a valuable addition to our team.

Position Offered	: HR Trainee
Date of Joining (or before)	: 21 May 2025
Annual CTC	: 224280.00
Monthly Net	: 15207.00 (PT deduction excluded)
Probation Period	: 3 Months
Current Work Location	: Perungudi

Terms & Conditions:

This offer is contingent upon the satisfactory completion of a reference check by our HR department. Your continued employment is subject to receiving a clean certificate in background verification during your tenure with SCYO Decision Services.

SCYO reserves the right to terminate your employment without notice if any information provided by you is found to be inaccurate, or in case of misconduct, or if the reference check yields adverse results.

Please confirm your acceptance of the terms and conditions outlined in this offer letter, as well as your date of joining, within 2 working days of receiving this letter. Failure to do so will result in the automatic withdrawal of this offer.

This offer is valid only if you join SCYO on or before the agreed-upon date of joining. Please report to the HR department at 10:30 AM on your first day of employment at Perungudi.

Annexure I

Annual CTC	224280.00
Gross Benefit Amount	16739.00
Contribution Amount	1951.00
Recurring Deduction Amount	1532.00
Net Take Home Before Tax	15207.00

GROSS BENEFITS			
COMPONENT NAME	NATURE OF COMPONENT	MONTHLY REMUNERATION	YEARLY REMUNERATION
Basic	Fixed	8370.00	100440.00
HRA	Fixed	5022.00	60264.00
Special Allowance	Fixed	2511.00	30132.00
Other Allowance	Fixed	836.00	10032.00
CONTRIBUTION			
COMPONENT NAME	MONTHLY CONTRIBUTION		YEARLY CONTRIBUTION
Employer PF	1406.00		16872.00
Employer ESI	545.00		6540.00
RECURRING			
COMPONENT NAME	NATURE OF COMPONENT	MONTHLY REMUNERATION	YEARLY REMUNERATION
Employee PF	Fixed	1406.00	16872.00
Employee ESI	Fixed	126.00	1512.00



Prince Peniel

Docusign Envelope ID: 03F6B18D-578B-4665-860E-15BCC8CC193B

Nocac Ventures Private Limited
CIN:70200KA2024PTC190274

Date: 10th June, 2025

Mr. Prince Peniel B
Chennai

OFFER OF EMPLOYMENT

Dear Prince,

We are delighted to offer you the position of **Video Editor** with **Nocac Ventures Private Limited, Bangalore.**

The broad terms and conditions of the offer are:

1. You shall be designated as **Video Editor.**
2. You shall be entitled to Cost to Company (CTC) of Rs. 5,40,000/- per annum.
3. Your tentative joining date shall be **23rd June, 2025.**
4. Your job location shall be Bangalore, India.

We welcome you to the **YAAS** family and wish you a rewarding career here.

Warm Regards.

For Nocac Ventures Pvt. Ltd.

Rohit Kamath
Director



Nocac Ventures Private Limited
CIN:U70200KA2024PTC190274

ANNEXURE - I

Fixed Salary - INR 5,40,000 per annum

DESCRIPTION	MONTHLY	YEARLY
EARNING	Amount (Rs.)	Amount (Rs.)
Basic Salary + DA	27,000	3,24,000
HRA	10,800	1,29,600
Other Allowances	7,200	86,400
TOTAL	45,000	5,40,000
DEDUCTIONS	Amount (Rs.)	Amount (Rs.)
Professional Tax	200	2400
Tax Deducted at Source*	-	-
Provident Fund (PF)	3600	43200
TOTAL	3,800	45,600
NET SALARY	41,200	4,94,400

Note

1. TDS has been calculated without considering any deductions and exemptions. Final TDS shall be deducted after obtaining the details of applicable deductions and exemptions from the employee.
2. Salary Structure subject to change on applicability of Provident Fund. CTC shall be inclusive of both Employer and Employee Contribution, whenever applicable.

SIGNED BY
For and on behalf of Nocac Ventures Private Limited

Rohit Kamath
Director

Accepted Unconditionally

Signed by:

7C767023B3AD4E7...
Prince Peniyel B
6/10/2025

Harini J



02-06-2025

To,
Harini J
Vivekananda house triplicane chennai
Ayothiyas nagar triplicane Chennai 15002, Chennai-600004

OFFER LETTER

Subj: Offer for the post of Associate Growth and Partnership – ViFintech Private Limited.

This is with reference to our discussions you have had with us, we are pleased to appoint you as Associate Growth and Partnership on a contractual basis. The quality and performance will be monitored on a daily basis.

- To start with you will be paid a consolidated amount of 202,104/- (Rupees Two Lakh Two Thousand One Hundred And Four)
- This amount is subject to deduction of income tax as applicable or any other statutory deductions.
- You will have to undergo training which will include Subject training, on the job training, field training, soft skills training, and Process training.
- Your date of joining will be on 02-06-2025
- In this capacity, you will be located at Teynampet and will report to Vice President Strategic Alliances and Lending, ViFintech or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions/Location of the Company on the same consultancy role.
- Since this position is on a contractual basis, this contract / appointment as Associate Growth and Partnership can be terminated immediately.
- In case if you want to dis-associate you would have to give a notice of 30 days before.
- However, this clause can be waived by the organisation on a case-to-case basis.
- You shall observe all the rules and regulations of the company.
- During the tenure of the assignment with the company,
 - You will not engage yourself in any other assignments or gainful employment without consent of the management
- You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company or, its subsidiaries or Associate Companies and in case of any breach of trust, your services may be terminated by, The Company without any notice and you shall be not eligible for any benefits / emolument.
- The consultancy role stipulates compliance of all rules and regulations of ViFintech Pvt Ltd and
 - You should ensure absolute compliance of the same. Any violation of the compliance will be viewed and disciplinary action will be initiated in accordance with the rules and regulations.

Records and Certificate to be submitted at the time of joining:

- Passport size photographs
- Educational Certificate
- Pan Card
- Aadhaar Card
- Proof of Bank Account
- Form 16 for the current financial year (if applicable)

You are requested to submit the above listed documents on or before your joining the organisation. You will be governed by the HR rules and regulations as per Annexure -I. Any violation of the rules and regulations will attract disciplinary action according to the seriousness of the violation. The disciplinary action will be decided by the concerned authority. We wish you all the best in your future and your association with us. Kindly sign a copy of this letter in acceptance of the above-mentioned terms and conditions and return the same for our records.

Best Regards,
For ViFintech Private Limited



Human Resource Department

Enclosed: Annexure I – Compensation Structure
Annexure II – HR Rules and Regulations
Annexure III – Confidentiality Agreement

I agree to accept consultancy on the terms and conditions above mentioned. The original of this letter is in my possession.

Name: Harini J
Place: Teynampet

Signature:
Date:

www.vifin.in

New No: 443 & 445 and Old No: 304& 305, 18 Floor, Guna Complex, Annexure II Building, Anna Salai, Teynampet, Chennai- 600 018.



Sanjay Khanna



NEWTON COMPUTER SERVICES

Ref: Newton/REC/2021-22/NO9064
Date: 03-07-2025

230/300 KVB Garden,
R A Puram ,
Chennai - 600028

APPOINTMENT LETTER

Mr. K Sanjay Kanna

With reference to your application subsequent test / interview you had with us on **03-07-2025** we are pleased to appoint you as **System Engineer** in our organization, on the following terms and conditions:

Your appointment is effective from **04-07-2025**

1. You will be on probation for a period of six months from the date of your joining. During the period of said probation your services are liable to be terminated without giving any notice and without assigning any reason whatsoever and also without giving any compensation or any salary.
2. Initially you are posted to our office at T. Nagar, Chennai and you are liable to be transferred to any section, department, office/establishment forming part of our organization in any part of India and also to any of our sister/ associated concern or amalgamated concern without any extra remuneration or compensation and you will abide by the service conditions, rules and regulations of that concern.
3. You will be governed by the conditions of service and rules and regulations of the company that are in operation now and those that may be brought by into force from time to time at the sole discretion of the management.
4. After confirmation your service are liable to be terminated at any time without assigning any reason there by giving one month notice in writing or payment of one month salary. You can leave our employment similarly by giving one-month notice of on payment of one-month salary. In case you leave our employment without giving the required notice the company will recover any amount equivalent to one month salary.
5. You shall not carry any business, or engage yourself for any part of your time in any capacity in the services of or be employed by other firm, company or person, while in service of this company. You will devote your whole time and attention to your duties to promote the interest of our organization and will not utilize or divulge to any person/persons any of our trade secrets or other related information in connection with process, data or business which you may possess or come across by virtue of the nature of work.
6. The grant of any kind of leave will be according to the exigencies of work and circumstances.

28-B/16 Murugesan Street, North Usman Road, T.Nagar, Chennai-600 0017 Ph.: 044 4550
2323 website: www.newtoncomputers.in email: info@newtoncsc.com



NEWTON COMPUTER SERVICES

7. Increments will be awarded solely based on your performance and is at the discretion of the management and you shall not be eligible for any increment as a matter of right.
8. You shall diligently and faithfully perform and carry out the instructions and duties that may be entrusted to you at the sole discretion of the management in any section/department or place from time to time.
9. It is your duty to keep the management informed immediately of any change in your residential address.
10. You will not be entitled to any compensation whatsoever if your services are terminated as per this appointment order or any other rules which are in operation or those that may be brought into operation by the management.
11. This appointment order is issued to on the understanding that all the information given by you in your application/bio-data is correct, true and complete. If it is found at any time the information given by you in your application/bio-data is false or incorrect or suppressed, this appointment shall be null and void and shall cease to be an employee of this company.
12. Please sign the attached duplicate copy of this appointment letter as token of your acceptance. Have above terms and conditions and return the same to us before you actually join for duty.

We wish you long and rewarding career at NEWTON COMPUTER SERVICES

Sincerely,
For **NEWTON COMPUTER SERVICES**

(R. GANESH KUMAR)
PROPRIETOR

I have carefully read the abovementioned terms and conditions of this appointment and understood the same and here by accept the same. I will be joining the duties on 03-07-2025

SIGNATURE:

NAME :

Cc: To Account - Pay Roll Section
To Personnel File.

Enclosed : SSLC, HSC mark sheet and degree original mark sheet attached.

Jeevanantham

**STRICTLY PRIVATE & CONFIDENTIAL**

November 15, 2025

Jeevanantham I

Chennai

[Subject: Appointment Letter]

Dear Jeevanantham,

Thank you for investing your time to pursue an opportunity with HDFC Bank Ltd. With reference to your application and subsequent discussions, we are pleased in offering you the position of SALES OFFICER-MARKETING & PRODUCT-CREDIT CARDS in our Company at a Band - S1(Sales Officer)

The terms and conditions, as applicable, are stated here under:

PLACE OF POSTING

Your present posting is at the Company's office located at Chennai. The Company reserves the right to transfer you to any other HDFC Bank entity /city /section /department /project site/division/branch office either in existence, or which may come into existence hereafter, and upon such transfer the rules and regulations of service as applicable to such post or place of transfer will apply to you. The nature of duty and designation may be different from the one being offered to you in terms hereof, provided however, that your Compensation & Benefits will not be affected. Your refusal for such transfer or performance will be considered as unwillingness to perform your duties and serve the Company and in such case, notwithstanding anything contained herein, the management may in its discretion terminate your services by giving you one months' notice or one month's Gross salary in lieu of notice. Notice period applicable is 30 days for both Confirmed Employee and Employee on Probation.

COMPENSATION & BENEFITS

We are pleased to inform you that your:

i.Total Gross Pay is ₹ 208008 per annum

ii.Total Cost to Company is ₹ 208008 per annum

A detailed break-up of your compensation is provided in ANNEXURE I

A brief explanation of components mentioned in Total Gross Pay break up is given below:

Basic Salary

Basic salary is a taxable component and will be taxed as per the Income Tax regulations.

House Rent Allowance (HRA)

You will receive house rent allowance equal to 50% of Basic salary. The amount of HRA will be taxed as per the Income Tax regulations.

Retirement Schemes

You will be covered under the Bank's Provident Fund Trust. The Bank shall contribute 12% of your base salary towards provident and pension funds in accordance with applicable laws. You will also be eligible for gratuity as per

Applicant No. 80047093

1

www.hdfcbank.com

Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013.

Corporate Identity No.: L65920MH1994PLC080618

Jai Krishna



Global

Letter of Appointment

To,

Date: 23-OCT-2025

JAIKRISHNA P
NO. 3, 5TH CROSS STREET, PULIYANTHOPE,
PERAMBUR BARRACKS, CHENNAI, TAMIL NADU - 600012

Sub: Appointment Order

Dear Jaikrishna,

We are pleased to have you appointed in our organization as "INTERN - AR ANALYSIS" with effect from "23rd October 2025". You will be based in our Chennai office.

You are required to agree to the special terms and conditions as described in this appointment letter – A.

You will be paid gross emoluments as detailed in Annexure – B.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – C.

Your offer has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Employment as per this offer is subject to your being medically fit.

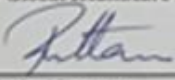
Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Our motto, Fuel Your Growth!

Yours truly,

For Global Healthcare Billing Partners Pvt. Ltd.,


Authorized Signatory



Page 1 of 1

Global Healthcare Billing Partners Pvt. Ltd.
'A' Block, No. 70, Ritherdon Road, Vepery, Chennai - 600 007, India.
Phone: +91-44-45558333 • E-mail: contact@ghcbp.com

Kavishree


20th Nov, 2025

Ms. Kavishree,
Sub: Letter of Offer for Trainee.

We are pleased to engage you as Trainee in our Customer Contact Centre. This letter is being issued to you for the engagement of Trainee on the basis of the information and particulars furnished by you in your application (including biodata), at the time of your interview and subsequent discussions and based on evaluation of your ability to undergo further training before your confirmation. Your Date of Joining will be 24th Nov 2025 This offer sets out the following terms and conditions:

- 1 You will be provided on the job training in our Customer Contact Centre for a period of Three (3) months from the commencement of the training period. Your monthly stipend would be INR Rs 15000/- (Fifteen Thousand) Per Month
- 2 In order to perform efficiently in a call centre, you have to develop skills in many areas including communication, ability to understand the process, computer system handling, customer management, selling and convincing skills etc. The training during the three months period will deal with all the above through on the job training and classroom training. You will be periodically briefed by our trainers and team leaders on the areas of improvement and specific inputs for correction. Your ability to perform during the training period will be assessed at regular intervals.
- 3 The Company undertakes to ensure that you will receive on the job training and assessment in accordance with the company training modules, training tools, etc and supplemented with Classroom training as required based on your development during the training period in our dedicated training room. The basic objective of the Training will enhance you in (a) the process of preparing you to work as customer service representatives in call centres and shall include communication skills, product or service training, call handling techniques, customer service best practices, and company policies and procedures.
- 4 Training and Performance Review: The trainer and company will formally review your training on a daily and monthly basis. The main purpose of the review is:
 - (a) to give your trainer formal opportunity to provide you with feedback about your training or work;
 - (b) to give you opportunity to discuss the training that you are receiving;
- 5 You will be required to comply with all such rules and regulations as the Company may frame from time to time.



Pooja



17 November 2025

Pooja R

,

Dear Pooja,

Offer Letter

This has reference to your application and subsequent interview you had with us. Further, we are pleased to offer you the post of **Trainee**.

Kindly make a note that your tentative date of joining would be **19 November 2025** and the Company may be constrained to change your joining date due to the prevailing unprecedented situation. In that event, the Company shall duly inform you of the revised Date of Joining". In case of any changes to the date of joining please inform us before the expected date of onboard. Failure to inform us and no-show on the expected date of joining will efface this employment offer.

You shall be on probation for a period of six months starting from the date of your joining. Your performance during the probation will be appraised and, if found satisfactory, you will be confirmed in services. However, in the event of your performance found not to be satisfactory, your probation period could be further extended as it deem appropriate by management.

On Joining, your all-inclusive Cost to the Company (CTC) will be **INR 21500** per month (subject to deduction of tax and other statutory payments, as may be applicable) as per CTC Annexure. You will also be eligible for all the benefits introduced in the Company policies, as applicable to your grade.

During the probationary period, either party will be entitled to terminate this contract of employment by issuing 15 days prior notice in writing to the other. After confirmation the termination of employment by either party shall be by issuing 60 days notice in writing to the other or salary in lieu thereof. In the event of you issuing a notice of termination shorter than the above period, the Company shall have its own discretion to adjust any leave due to you or recover from you such amount from your dues towards the shortfall in notice period. **However, acceptance of salary in lieu of notice period is at the sole discretion of the Company.**

If in case, you resign within a year from the date of your joining, you will be liable to refund the reimbursements such as relocation expenses, joining bonus, travel expenses [including air & road], accommodation expenses and any other special benefits as per your eligibility, whichever was provided by the Company.

Please note that this employment is subject to **professional reference checks and documentary evidence of your previous employment.**

We look forward to having you onboard.
for SPi Technologies India Private Limited

Manoj P**Vice President – Human Resources***Received the offer of employment and shall report for duty on the expected Date of Joining, as mentioned above.**(Signature with date)*

SPI Technologies India Private Ltd., ASV Lotus Business Park, Block 1, Floor 1 to 3, 720 & 721, Pathari Road, Anna Salai,
Chennai 600 002, Tamil Nadu, India • Tel: +91 44 4219 7750

Regd. Office: R.S. No. 4/5 & 4/6, Gothi Industrial Estate, Vazhudavur Road, Kurumbapet Revenue Village, Puducherry 605 009, India
Tel: +91 413 7197600 • www.straive.com • CIN: U93000PY2017PTC008168

United States • Canada • UK • Singapore • South Africa • India • Philippines • Nicaragua • Vietnam



Cost to the Company (CTC) Structure
Name : Pooja R
Designation : Trainee
Department : Editorial Support

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic Pay	99,960	8,330
House Rent Allowance	49,980	4,165
Special Allowance	49,968	4,164
Gross Salary	1,99,908	16,659
Employer PF	17,988	1,499
Employer ESIC	6,492	541
Statutory Bonus	33,612	2,801
Total CTC	2,58,000	21,500
Employee PF	17,988	1,499
Employee ESIC	1,500	125
Pre Tax Take Home	1,80,420	15,035

SPI Technologies India Private Ltd., ASV Lotus Business Park, Block 1, Floor 1 to 3, 720 & 721, Pathari Road, Anna Salai, Chennai 600 002, Tamil Nadu, India • Tel: +91 44 4219 7750

Regd. Office: R.S. No. 4/5 & 4/6, Gothi Industrial Estate, Vazhudavur Road, Kurumbapet Revenue Village, Puducherry 605 009, India
Tel: +91 413 7197600 • www.straiive.com • CIN: U93000PY2017PTC008168

United States • Canada • UK • Singapore • South Africa • India • Philippines • Nicaragua • Vietnam



You will also be eligible to the following on top of the above CTC:

- Statutory Bonus will be paid as per the provisions of the Payment of Bonus Act, 1965.
- You will be covered in Group Mediclaim Insurance & Accident Policy Coverage as per policy terms and conditions as relevant to your job level/grade.
- You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.
- You shall be covered under Group Term Life Insurance (GTLI) policy for a Sum Insured of 2X of your Annual CTC.

for SPi Technologies India Private Limited

Manoj P

Vice President – Human Resources

I accept the above CTC structure breakup and I am aware that this is confidential and shall not disclose this information to others.

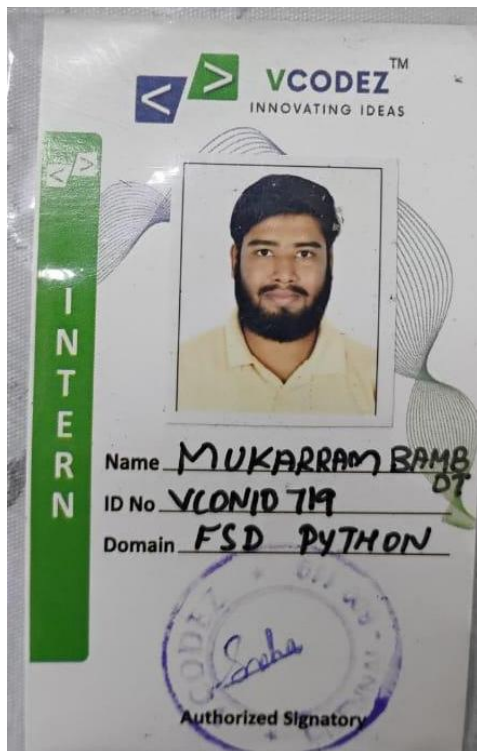
Signature of Acceptance with date

SPI Technologies India Private Ltd., ASV Lotus Business Park, Block 1, Floor 1 to 3, 720 & 721, Pathari Road, Anna Salai, Chennai 600 002, Tamil Nadu, India • Tel: +91 44 4219 7750

Regd. Office: R.S. No. 4/5 & 4/6, Gothi Industrial Estate, Vazhudavur Road, Kurumbapet Revenue Village, Puducherry 605 009, India
Tel: +91 413 7197600 • www.straive.com • CIN: U93000PY2017PTC008168

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Mukarram



Pradeepa Kishore Kumar



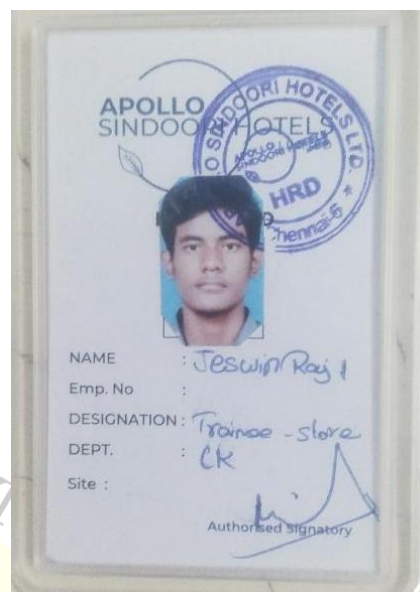
AKSHYAYA KUMAR K



ANBARASU P



JESWIN RAJ



PRASANTH SHARMA G



ASHWINI


ADHARSH
 EVENT SOLUTION
Events | Exhibitions | Conferences | Corporate Events | Weddings

Offer Letter

Date: 18.08.2025

ADHARSH EVENT SOLUTION
 60, Karukku Main Rd, Narayana Nagar,
 Ambattur, Chennai, Tamil Nadu 600053,
 accounts@adharshevent.in
 Ph.No: 7810025806

To,
Ms. Aswini V
 43A, Thirupathi Nagar, 2nd Cross street,
 Valasavakkam, Chennai-600087,
 Ph.No : 9566141363.

Subject: Confirmation of Offer Letter

Dear Aswini,

We are pleased to confirm your acceptance of the offer for the position of **Client Services** at **Adharsh Event Solution**. We are excited to have you join our team and look forward to your valuable contributions.

As per our discussions, your employment will commence on **13.08.2025**. Please find below a summary of the key terms of your employment:

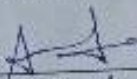
- **Position:** Client Services
- **Department:** Marketing
- **Reporting To:** Ms. Leelavathi
- **Salary:** 30000, Every month 10th will be salary credit
- **Work Hours:** 9.30am to 6.30pm. Occasionally, you may be required to stay beyond these hours to complete urgent or important tasks.
- **Location:** Ambattur, Ch-53.

Please sign below to acknowledge and accept this offer.

We look forward to working with you.



Best regards,
Ms. Leelavathi M.
 Accountant,
 Adharsh Event Solution.

Accepted by: 
 Signature: _____
 Name: ASWINI V
 Date: 18-08-2025

No. 73, 1st Cross Street, Sahari Ivappan Nagar, Bharath Nagar, Menambedu, Ambattur, Chennai

NITHESH U



AARTHI M



Melvin Alex Varghese



Pechi Raja



GOODWILL WEALTH MANAGEMENT PVT.LTD

14-Aug-25

SUBJECT: OFFER OF EMPLOYMENT

Dear Mr. PECHI RAJA S,

Further to our discussion we are pleased to offer you the position of **TRAINEE** in **OPERATIONS & DP** Department at our **HEAD OFFICE** Branch on the terms & conditions discussed and agreed mutually.

You are advised to join our services latest by on or before **18-Aug-25**

On the day of your joining please submit the photocopies of the following documents.

- ❖ Relieving cum Experience letter / Resignation acceptance letter from previous company*
 - ❖ Immediate last employment salary details with Pay slip (Appointment letter or latest increment letter)*
 - ❖ Mark sheets (SSLC, HSC, Graduation (all semester mark sheets) with convocation certificate) & Additional Qualification if any*
 - ❖ Form 16 or Provisional Tax calculation sheet for the previous year from the previous employer.
 - ❖ Pan card copy (mandatory) and Passport size photo (3 no's with name written on the back side of the photo)
 - ❖ Permanent & Local Residence Proof (Voter Id, passport, ration card & driving license & Aadhar card copy - mandatory)* & Cancelled Cheque leaf of savings bank account with name, IFSC CODE and bank account number - mandatory*
- All the above documents should be self attested.

Kindly carry the original documents for the verification on the day of joining.

- ❖ The Company may, at its discretion; conduct background checks to validate the details furnished by you. This offer stands revoked in the event of getting a Negative reference check. We look forward to a long, fruitful and rewarding association.

Received & Accepted _____

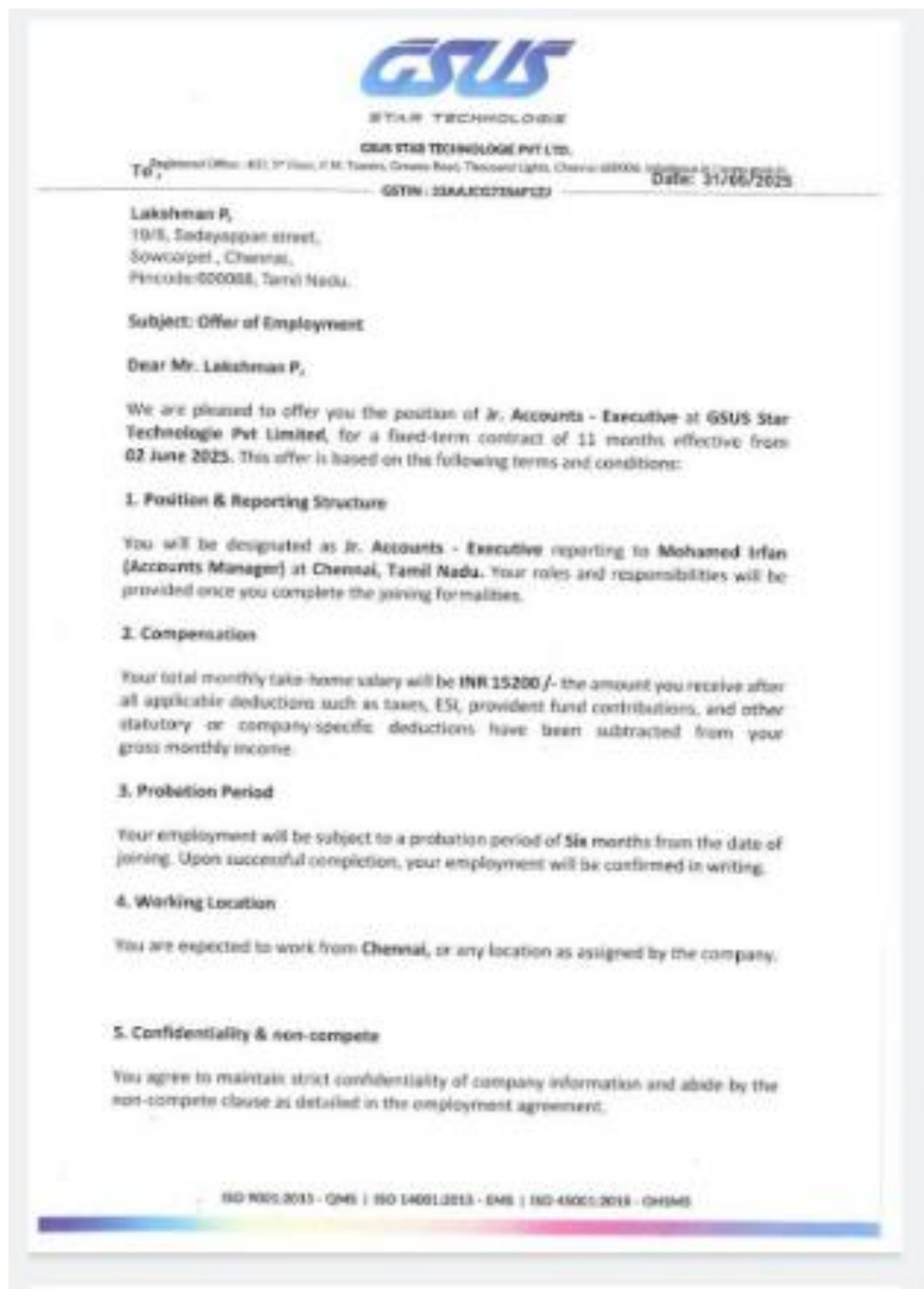
PECHI RAJA S



Dhanush Sharma G

	RADIANT Cash Management Services Limited (Formerly known as Radiant Cash Management Service Pvt. Ltd.) (An ISO 9001-2015 Company) CIN : L74999TN2005PLC055748	 GST No. : 33AACCR9619R1Z0 PAN No. : AACCR9619R
Date : 15-10-2025 EMP Code : RAD10316 Name : Mr. Dhanush Sharma G Address : No-1/383, Kalathumettu street, 7th street, Kottivakkam, Sholinganallur-600041.		
<u>APPOINTMENT ORDER</u>		
Dear Mr. Dhanush Sharma G, With reference to your application and the subsequent interview with us, we are pleased to appoint you as Executive – Data Management, Chennai. You will be reporting to the AGM – Data Management, placed at Chennai, during your service. The terms and conditions of your appointment are here under: <u>Date of joining:</u> Your date of joining is 15-10-2025. <u>Probation</u> a) You will be on probation for a period of Six months from the date of your joining the Company. The management reserves the right to extend this period if required. b) During the period of probation, your performance will be evaluated on regular basis and if the same is not as per the expected standard, your appointment is liable to be terminated without any notice, notice pay and assigning any reason thereon. <u>Compensation:</u> Your monthly gross salary will be Rs. 16,000/- (Rupees Sixteen thousand only). You will also be eligible for PF, ESI and Gratuity as per the company rules. <u>Performance Review:</u> Your salary will be reviewed normally once a year and is subject to your confirmation, efficiency, regularity, and other performance parameters, and at the sole discretion of the management. Increments can also be accelerated for exceptionally good performance. <u>Leave:</u> You are entitled for leave while working in the Company as per the existing policy. However, grant of any leave will depend upon the pressure of work and shall be at the discretion of the management. For such leave, you shall apply in advance and seek prior permission of your reporting for availing. While applying for leave, you will have to state the reasons for so doing. In case it is found at any time that reason stated for leave was false, you will be liable for discharge/dismissal from services. <u>Overtime:</u> This is a position of continuous responsibility and does not entail payment of extra time or overtime.		
Regd. Office : # 28, Vijayaraghava Road, T. Nagar, Chennai – 600 017. Corporate Office : 'Radiant Building', No. 4/3, Raju Nagar, 1st Street, Okkiyam Thoraipakkam, OMR, Chennai – 600 096. Tel. : 044-4904 4904 • E-mail : businessdevelopment@radiantcashservices.com • Web : www.radiantcashservices.com		

Lakshman P



Mythili D



Dear Mythili,

This letter is being re-issued due to change in your Start date.

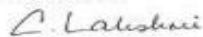
The new start date with Accenture is **24 September 2025**

All other terms and conditions remain the same as per original Offer Letter and/or Employment Contract.

If you have any questions at all on the offer, you can reach out to your recruiter.

Mythili, we look forward to doing some amazing work together here at Accenture.

Best Wishes



Lakshmi C

Senior Managing Director - CHRO, Accenture in India



Roshan Balaji

Sri Vinayagar Customs Agent Pvt. Ltd.,Shipping, Clearing & Forwarding
CHA No. R-217

Off : 044 - 42162416, 25223379

E-mail : svcachennai@gmail.com

svca3333@gmail.com

3-B, Ubaid Mehboob Residency, 11th Floor,
No. 31/32, Marcayar Street, Chennai - 600 001.

Ref : SVCA

Date: 10.10.2025

Dear ROSHAN BALAJI D,

We Here to offer you the position of Accounts Staff at [Sri Vinayagarar Customs Agent (Pvt.) Ltd]. We are confident that your skills and experience will make a significant contribution to our team.

Appointment Details:

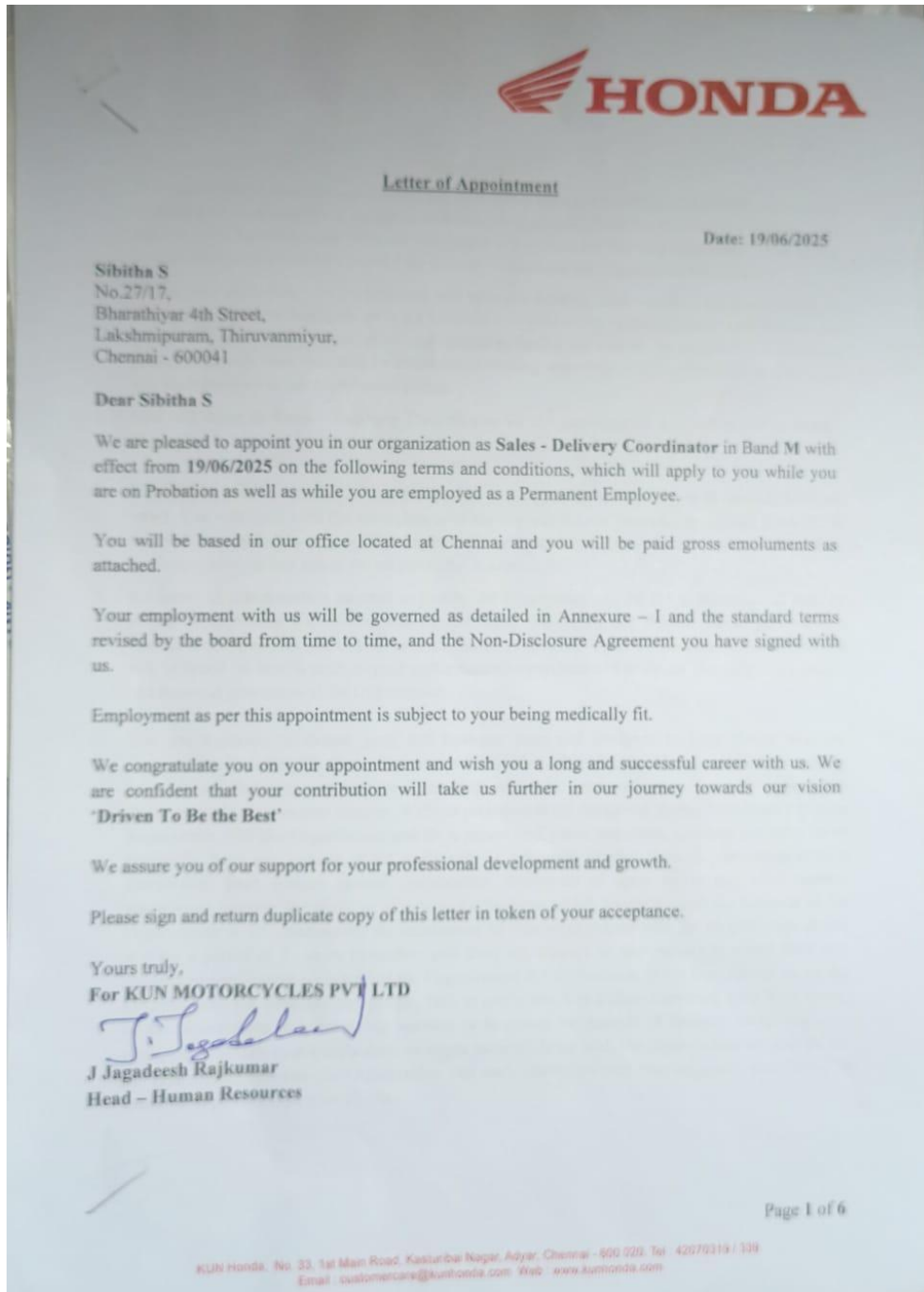
- Job Title: Accounts Staff
- Department: Finance & Accounts
- Reporting to: Supervisor/ KARAN KISHORE.G
- Start Date: 13.10.2025
- Compensation: ₹12,000 (For Provisional Period)
- Working Hours: [Working Schedule : 10:00 AM to 6:00 PM, Monday to Saturday]
- Provisional Period : [Duration: 3 months]

WITH REGARDS,

For SRI VINAYAGAR CUSTOMS AGENT PVT LTD.,

Authorized Signatory

Sibitha S





Udaya Chandrasekaran



www.agshealth.com

OffLET2910172Jul-2025-CH

Udaya Chandrasekaran
Chennai

OFFER LETTER

Dear **Udaya**,

Congratulations!

Further to successful completion of interview at AGS Health, we are pleased to offer you the position of **Trainee - Process Associate** at AGS Health Private Limited.

Your annual cost to company (CTC) would be **INR.251196**. It includes a performance-based incentive up to **INR.24000** per annum, to be paid as per the Company's incentive policy, which will vary from process to process. Annexure A contains the break-up of your compensation package.

Your base location will be at **Chennai**. You will be required to work in any of our office locations and such locations are subject to change at the discretion of the company. Further, you agree and understand that depending on the business requirements of the company, you may be asked to change your project/process and you may be asked to work in different shift timings.

We request you to join us on **July 31,2025**. Please note that this appointment is subject to satisfactory completion of background verification and other joining formalities.

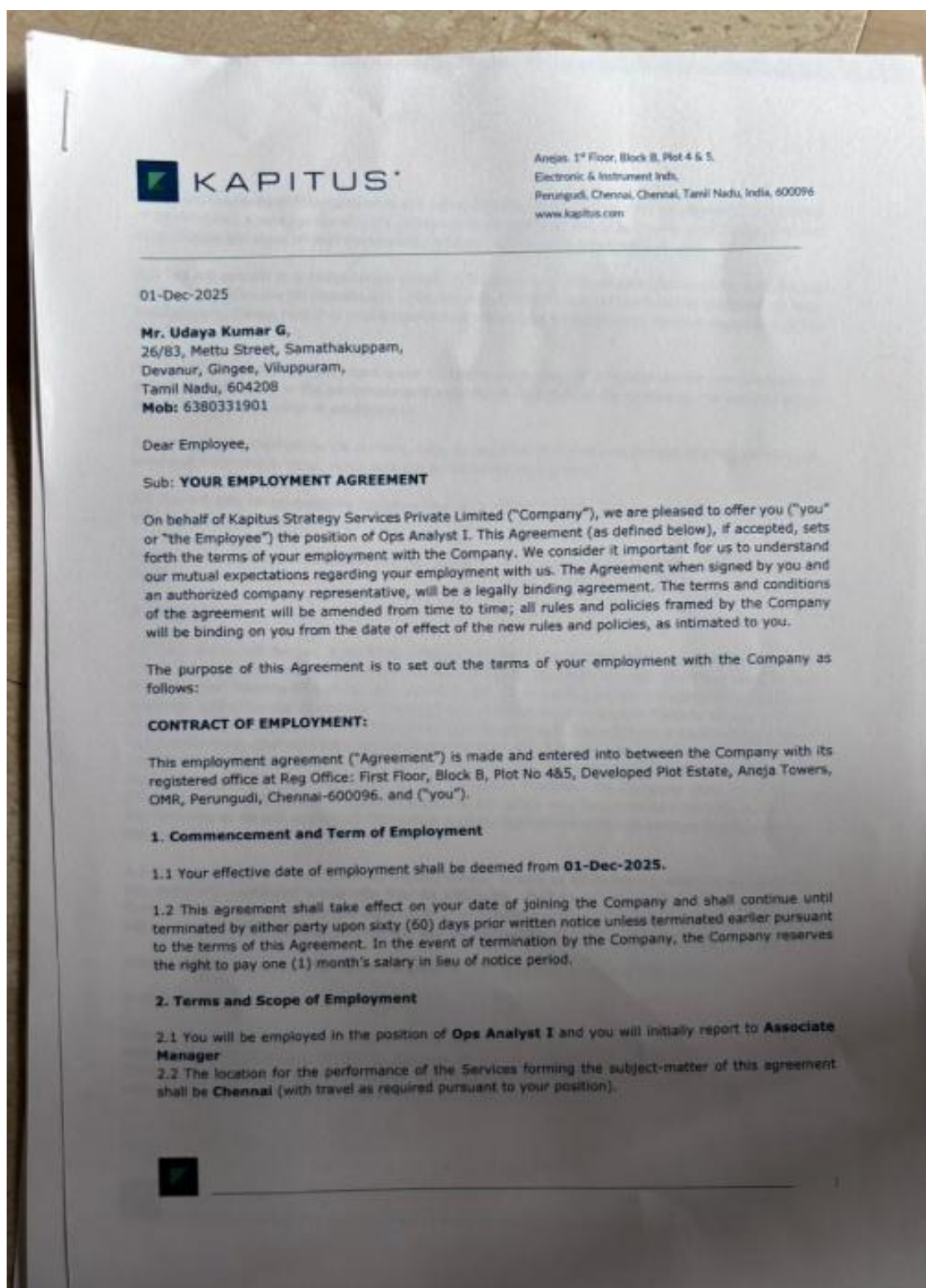
You would be provided with an appointment letter along with the Terms and Conditions of Employment upon your joining. We look forward to you joining us.

AGS Health treats Information Security Compliance with paramount importance. As a candidate seeking employment with AGS Health, it is imperative that you adhere to the Information Security policy guidelines in vogue. You would be briefed about the guidelines at the time of joining.

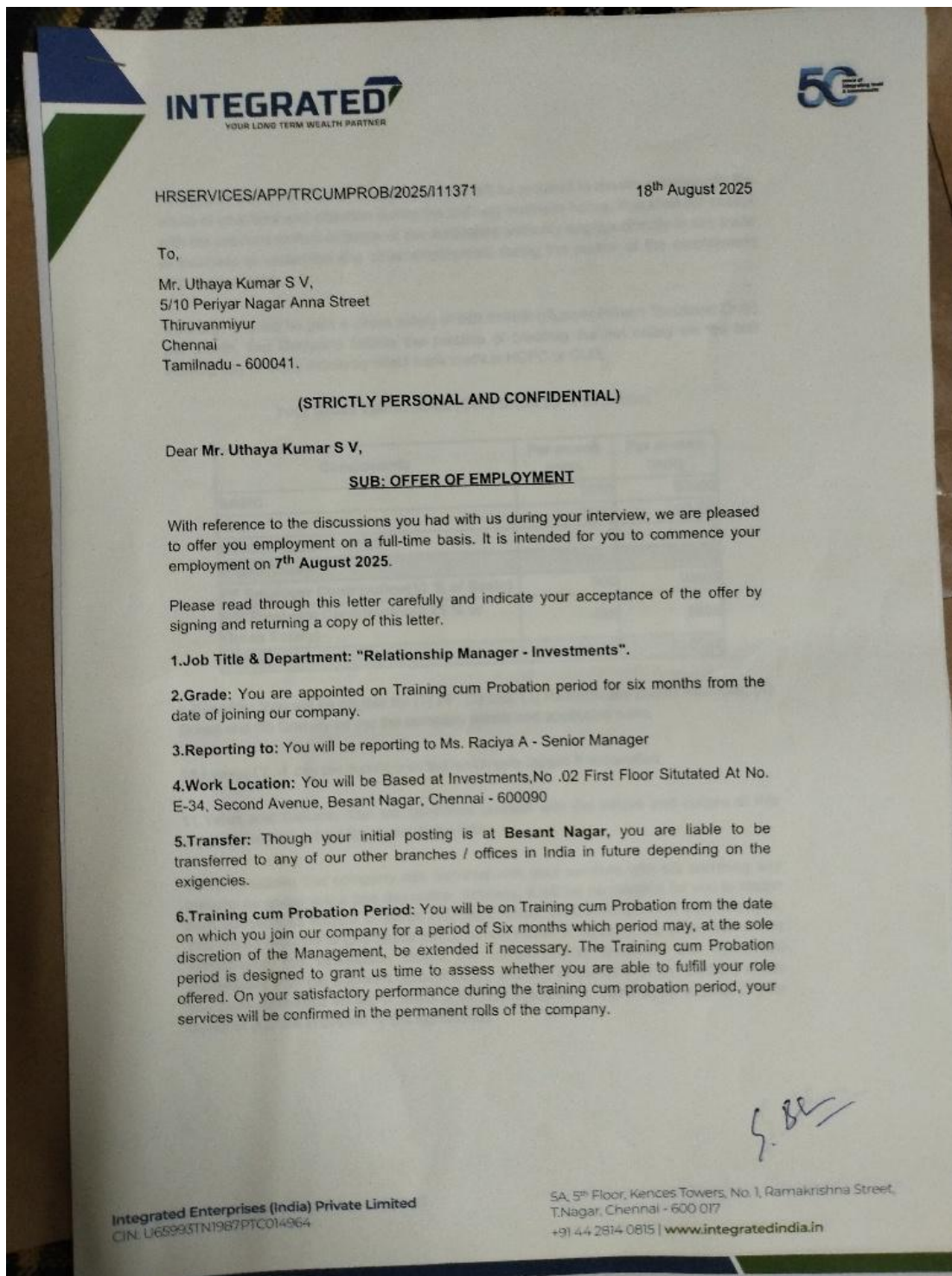
2nd Floor, Prince Infocity II, 141, Kottivakkam Village, Rajiv Gandhi Salai, Kandanchavadi, Chennai,
Tamil Nadu, India, PIN: 600096

confidential
Page | 1

Udaya Kumar G



Uthaya Kumar SV





Gowtham B

**Private and Confidential – Employment Contract**

September 26, 2025

Gowtham B

Dear Gowtham:

On behalf of SS CORP SVCS MUMBAI PVT LTD (the "**Company**"), a subsidiary/related corporation of State Street Corporation ("**State Street**"), we are excited to provide you with this full time indefinite Employment Contract, and we are delighted that you are considering joining our company! We look forward to having you on board.

Our core mission is to help create better outcomes for the world's investors and the people they serve through leadership, innovation, and decisive action. Hiring talent like you is one critical step towards fulfilling our mission.

Your employment will be on the terms set out in this Employment Contract and the associated India Terms and Conditions document, together known as "**the Agreement**".

Position Details

Your expected start date is October 20, 2025. You will be employed in the position of Client Implementation & Service, Associate 1 with a Bank Title of Associate 1.

By accepting employment with the Company, you agree that your position, duties, role, and levels of responsibility may be varied from time to time to suit the needs of the Company's business. Irrespective of such variations, the remaining terms and conditions of this Agreement will continue to apply unless otherwise agreed in writing. You should consult with your manager regularly to ensure you continue to understand their expectations.

Place of Work

Your normal place of work is at State Street Corporate Services Mumbai Private Limited in Chennai and, from time to time, the home address you have on file. Your working pattern at these locations is subject to agreement with your line manager and may vary to accommodate the needs of our business. You may be required to travel to and work at such other locations as the Company may require from time to time. The Company reserves the right to change your principal place of work.

Base Compensation

You will be paid a base salary at the annual gross rate of ₹3,50,000.00.



You will be eligible for overtime.

Incentive Compensation

You will be eligible to participate in the State Street Incentive Compensation Program or the incentive compensation plan applicable to your role ("the Plan"), which provides you with the opportunity to earn variable, discretionary incentive pay in addition to salary. Your incentive compensation will be determined and delivered based upon the Plan and remuneration policy or policies applicable to you, as amended from time to time.

**Other Considerations**

The acceptance must be received no later than 3 business days from September 26, 2025 or the offer will expire and be of no further force or effect.

Prior Agreements

This Agreement and the documents referenced in it set forth the entire agreement between you and the Company, and replace all prior and contemporaneous communications, agreement, and understandings, written and oral, with respect to the terms and conditions of your employment with the Company.

I am delighted to extend this Employment Contract to you on behalf of the Company and hope that you will choose to join our team.

For and on behalf of the Company
Kathryn Horgan
Executive Vice President
Chief Human Resources and Citizenship Officer

September 26, 2025

Acceptance and Acknowledgment

By signing and dating below, I represent and agree that I have read, understand, and agree to the terms and conditions of the Employment Contract as set forth above and the associated India Terms and Conditions document.

Name: Gowtham B

Signed:

Date:



Karthikeyan V



Ford Motor Private Limited

Ref No: 54648

7 November 2025

Karthikeyan Vadivelu

106-7, Harish Homes, Saroj Nagar
Ramamurthy Nagar, Madipakkam
Chennai
600091
INDIA

Dear Karthikeyan Vadivelu,

Congratulations!

We take immense pleasure on your appointment as **Team Member - Level 1** and welcoming you as a member in our ONE FORD family.

We are sure that you will find your career with Ford to be exciting. At Ford, we offer tremendous opportunities for you to make the best use and Go Further in the journey. Ford has always been a fun, safe and rewarding place to work. We encourage you to embrace yourself in our workplace initiatives to ensure we continue to be one of the great places to work in the country.

Wishing you all the best!

Authorized Signatory

For Ford Motor Private Limited

HR Signature Name (AC Ashok)



ANNEXURE A

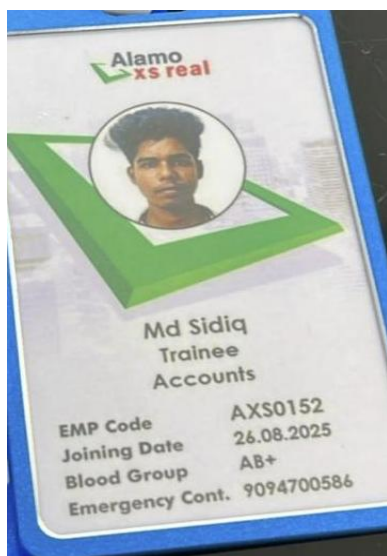
Name	Karthikeyan Vadivelu	
Grade	SG1	
Designation	Team Member - Level 1	
	Monthly	Annually
Salary Break Up	Rs 22850.00	Rs 274200.00
Base Salary	9140.00	109680.00
Flexible Benefit Allowance	13710.00	164520.00
Total Cash (A)	22850.00	274200.00
Retirals (Employer Contribution) (B)	Rs 1536.43	Rs 18437.21
Provident Fund	12% of Base Monthly Salary	12% of Base Annual Salary
Gratuity	4.81% of Base Monthly Salary	4.81% of Base Annual Salary
Total Pay (A+B)	Rs 24386.43	Rs 292637.21
	Sum of Monthly Base Salary + Flexible Benefit Allowance + Provident Fund + Gratuity	Sum of Annual Base Salary + Flexible Benefit Allowance + Provident Fund + Gratuity
"?>Performance based Variable Pay (C)		Rs 27420.00 (Target 10% of Value (A))
Total Cost to the Company (A+B+C)		Rs 320057.21

TO SEEK

TO FIND

TO STRIVE

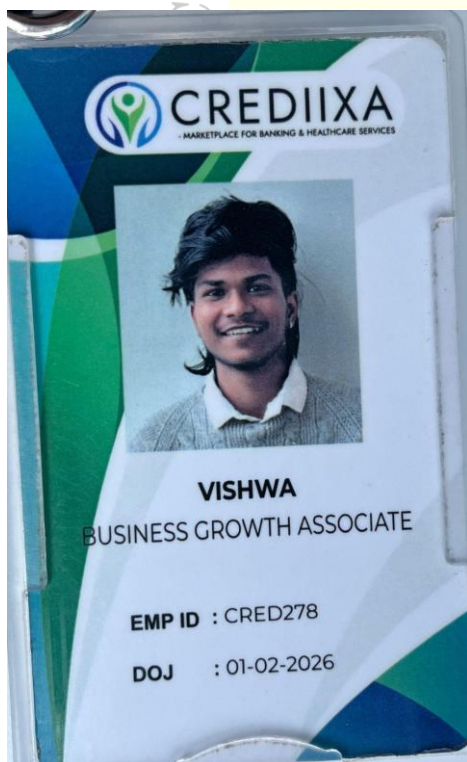
Md Sidhiq



Kishore K



Vishwa V



Arun Kumar S



Uma C A



J Angeline



TAGORE MEDICAL COLLEGE & HOSPITAL
Rathinamangalam, Melakkottaiyur Post, Chennai - 600127
Phone: 044-30101111, Fax: 044-222 5555, Email: tagoremch@gmail.com



Affiliated to the Tamil Nadu Dr.MGR Medical University & Recognized by the Ministry of Health & Family welfare, Govt.of India New Delhi)

Ref: TMC&H/ Medical Social Worker - /03/2025 Date: 30.07.2025

To,
Ms. J.Angeline
No: 3/5 Phase3, 7th Cross Street,
Durga Nagar, TNHB Colony
Sanatorium, Pin: 600 047
Mob: 8807938760/7708138760

Sub: Offer of Appointment as – Medical Social Worker at Tagore Medical College & Hospital- Orders– Issued

The Management is pleased to offer you an appointment in our College Hospital as Medical Social Worker on probationary basis.

The probation period is for six months. After your service of Probation period, it will be reviewed and regularized as per rules.

Your consolidated salary is fixed at Rs.16,000 /- (Rupees Six Thousand only) per month with effect from the date of your joining.

In the event you desire to leave the services of the Institution, you will be required to give the Institution three months notice in writing or pay three months salary in lieu of notice period. During the notice period you are not entitled to avail any form of leave.

You will be governed by the various rules and regulations of the College & Hospital in force from time to time. If you conduct yourself in a manner which would bring the College & Hospital or it employees into disrepute and/ or you are found guilty or misconduct, you will be discharged immediately without notice or salary in lieu thereof and in such cases you will have no claim from the College & Hospital whatsoever

Trust Office : No.25, Mahalingam Street, Mahalingapuram, Nungambakkam, Chennai - 600 034, Ph: 044-28173772



Bersha S



Job Offer - Reg.

1 message

Shekina Joseph <hr@hocuspocusvfx.com>
To: Bersha <berrybersha@gmail.com>

Mon, Oct 27, 2025 at 4:05 PM

Dear Ms. Bersha S,

Congratulations!!

Further to your application for a suitable position with us and subsequent discussions we had with you, we are pleased to offer you the position of **HR Executive** in our organization.

You will be placed in our **HR Department** in our office located in No.443 & 445 6th Floor, Main Building, Guna Complex, Teynampet, Chennai 600 018.

Your scope of work, reporting, relationships etc., will be issued to you upon joining.

You will be on probation for a period of six months, from your date of joining. Your CTC will be Rs.1,80,000/-p.a.

The appointment order with all terms and conditions will be issued to you on your joining duty. The offer is being made considering your educational qualifications, experience and compensation details furnished by you.

We will be requiring the photocopies of your credentials when you join duty as a part of the joining procedure. You can contact us for details of the same after sending in your acceptance of the offer.

Please treat this as a firm offer and keep a printed copy for your reference.

We await your acceptance of the offer by a reply mail indicating the date of joining. As discussed already, your date of joining will be **3rd November 2025**.

Once again, we welcome you to the **Hocus Pocus family** and wish you a long and fruitful career with us.

Please bring the following documents while joining

1. Photocopies of your PAN and Aadhar.
2. Photocopies of all the educational documents.
3. Photocopies of all your past relieving letters.
4. Last 3 months payslips.

Thanks and Regards,
Shekina Joseph,
HR Manager,
Hocus Pocus VFX Private Limited.



Denish K

SERVICE AGREEMENT

This Service Agreement ("**Agreement**") is made at Chennai on this the **7th July, 2025** between **NalandaWay Foundation (NalandaWay)** NGO, having its registered office at Chennai, hereinafter referred to as ("**Client**"), which term shall unless repugnant to the terms hereof, mean and include its successors-in-interest and permitted assignees of the **FIRST PART**;

AND

Mr. Denish K, residing at **No. 70, 2nd street Bharath nagar, Ennore Chennai - 600057**, hereinafter referred to as ("**Field Coordinator**"), which term shall, unless repugnant to the terms hereof, mean and include their legal heirs, legal representatives, successors and permitted assignees of the **SECOND PART**;

The Client and Field Coordinator are hereinafter collectively referred to as "**Parties**" and individually as "**Party**".

WHEREAS:

- The client is engaged in working with children through arts and education.
- The field coordinator is engaged in ensuring the VEERA musical theater project is implemented effectively across all designated locations, adhering to guidelines and timelines.
- The client desires to engage the Field Coordinator for services outlined in the agreement, read with the annexure to this agreement, and the Field Coordinator has agreed to provide such services to the client on the terms and conditions outlined in the agreement, read with the annexure to this agreement.

NOW THEREFORE, in consideration of the foregoing, the mutual promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged herein in this Agreement, parties hereby agree as follows:

1. SCOPE OF SERVICE

The client hereby engages the contractor, and the contractor hereby accepts such engagement for rendering the services ("**Services**") specifically described in the annexure to the agreement.



2. OWNERSHIP OF THE INTELLECTUAL PROPERTY RIGHTS

- I. The Parties agree that any and all materials produced under this Agreement are considered as "work made for hire", within the meaning as contained under Section 17(c) of the Indian Copyright Act, 1957.
- II. The Field Coordinator duly agrees and acknowledges that the Client shall own all rights, title, and interest in and to all materials produced, including all intellectual property rights and any other deliverables created by the Field Coordinator in connection with this Agreement.
- III. It is expressly acknowledged by the Field Coordinator that the copyright over the materials will exclusively vest with the Client who is entitled to use it for the commercial and non-commercial purposes.

3. TERM AND TERMINATION

This Agreement shall commence on **7th July 2025** and shall continue until **31st March 2026**, unless terminated under this Agreement, whichever is earlier.

This Agreement may be terminated under the following circumstances:

- I. Clients may terminate this Agreement by providing Field Coordinator with a prior written notice of thirty (30) business days.
- II. Both Parties may terminate this Agreement upon mutual consent in writing.
- III. Client shall be entitled to forthwith terminate this Agreement without a prior notice in writing in the event that the Field Coordinator has acted in breach of the terms and conditions under this Agreement.

4. CONFIDENTIALITY

Confidential information shall mean and include the following: -

Without Client's prior written consent, the Field Coordinator shall not disclose, divulge or cause to divulge any information shared to it by the Client during the engagement

- I. to any third party;
- II. make or permit to be made copies or other reproductions of such information; or
- III. make any commercial use of the information.



The Field Coordinator shall return any and all information shared with it by the Client during the engagement upon expiry of the term or upon termination of the Agreement within 7 days of receipt of the notice in writing by the Client.

5. WARRANTIES AND REPRESENTATIONS BY THE FIELD COORDINATOR

The Field Coordinator represents and warrants that: -

- I. It has the requisite skills, experience and resources to perform the Services in professional manner subject to the full satisfaction of the Client;
- II. shall perform the Services in accordance with applicable laws;
- III. it shall not infringe on the copyright, patent, trademark, trade secret or other proprietary right of any third party and shall be the original work of the Field Coordinator.

The Field Coordinator hereby expressly acknowledges that the breach of any of its obligations under this clause 2 and 3 shall cause irreparable harm and prejudice to the Client and, accordingly, notwithstanding anything to the contrary, the Client shall be entitled to seek equitable relief to protect its interests therein, including but not limited to injunctive relief, as well as money damages from a court of law of competent jurisdiction.

6. INDEMNIFICATION

The Field Coordinator will defend, indemnify and hold harmless the Client from and against all claims, liabilities, losses, damages, costs, and expenses, including attorneys' fees caused by or arising from any

- I. Negligent act or omission by the Field Coordinator;
- II. Failure of the Field Coordinator to perform its obligations under this Agreement or breach of any terms of this Agreement;
- III. Third-party infringement claim related to the Services rendered under the Agreement.

7. GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of India.



8. DISPUTE RESOLUTION

In the event of any dispute, controversial claim or question (“**Dispute**”) at any time arising between the Parties in relation to or arising out of this Agreement, the Dispute shall be finally settled through Arbitration. A Sole Arbitrator shall be appointed jointly by the parties. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof. The Seat and the venue of Arbitration shall be Chennai.

The Parties shall hereby submit to the exclusive jurisdiction of the courts at Chennai.

9. MISCELLANEOUS

This Agreement and the Annexure constitute the entire agreement between the parties and supersedes all prior agreements, understandings and representations, whether oral or written.

- Any amendments or modifications to this Agreement read with the Annexure must be in writing and signed by both the parties.
- Neither party may assign this Agreement without the prior consent of the other party.
- If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions of the Agreement shall continue to be in effect.
- The waiver by either party of any breach of default shall not constitute a waiver of any subsequent breach or default.
- The present Agreement along with the Annexure are executed for the sole purpose of rendering services enumerated under this Agreement and nothing contained in this Agreement read with the Annexure shall be construed as constituting any other relationship between the parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

Sriram V

Sriram V (Jul 10, 2025 20:28 GMT+5.5)

(Sriram V Ayer)

(Nalandaway Foundation)

K. Denish K

K. Denish K (Jul 11, 2025 10:42 GMT+5.5)

(Denish K)

(Field Coordinator)



ANNEXURE

The Parties hereby expressly agree to the terms and conditions set out in the annexure to the Agreement, which shall be read and construed as part and parcel of this Agreement.

1. SCOPE OF WORK

- Make regular visits to 3 partner schools daily (25-30 schools monthly) within the assigned blocks and districts to **monitor and support the smooth delivery of sessions.**
- Ensuring the project is **implemented effectively across all designated locations**, adhering to guidelines and timelines.
- Implementing **field data collection** for evaluation reports and monitoring assessments.
- **Oversee and analyse documentation** by teachers, capturing their feedback and reflections from the sessions on the digital platform
- Work closely with the project team and participate in regular reviews to **proactively identify and resolve any challenges.**
- **Collaborate closely with school staff and other stakeholders** to guarantee the successful execution of our initiatives.
- Regular reporting, **ownership of responsibilities and high degree of accountability** are expected throughout the period of engagement.

2. CONFIDENTIAL INFORMATION

- The Field Coordinator would abide by the Child Protection Policy of NalandaWay Foundation and follow it in practice.
- Ensure the Field Coordinator protects the information and does not disclose, divulge, or make it public during or after the Field Coordinator's engagement.
- Do not copy, incorporate, or include any of the client's content/information in the other assignments in which the Field Coordinator might partner with another individual/organization.



3. DELIVERABLES/ OUTPUT OF WORK

- Monitor and ensure smooth implementation of VEERA musical theatre sessions in the classroom and document children's reflections from the sessions.
- Support and participate in organising musical theatre productions, trainings, workshops and events in schools and Nalandaway.
- Monitor photos and videos of children's feedback and reflections from the session on the digital platform.
- Track and report learning outcomes and session effectiveness by collaborating with the respective teachers in schools.
- Support in the formation and identification of the peer champions in the assigned schools.
- Establish and maintain a good rapport with the assigned coordinator, school staff, and headmaster to ensure seamless collaboration throughout the project.

4. SIGN OFF

The reporting manager will review your session plans and the sessions taken. Once reviewed, they will provide their approval or request additional follow-up if necessary.

5. VALUE OF THE CONTRACT

The Field Coordinator would be paid Rs. 22,000/- (Twenty two thousand hundred rupees) monthly. *(Please note that TDS of 1% will be deducted from the amount as per the provisions of the Income Tax Act.)*

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

Sriram V

Sriram V (Jul 10, 2025 20:28 GMT+5.5)

(Sriram V Ayer)
(Nalandaway Foundation)

K. Denish
K. Denish (Jul 11, 2025 10:42 GMT+5.5)

(Denish K)
(Field Coordinator)



Joshua Frederick J

**CREST LASHING AND PACKAGING PRIVATE LIMITED**

CIN : U74999TN2016PTC112177

Survey No. 511/3 - 510/1A, Sathya Sai Nagar 40 Feet Road, Katrambakkam, Irungattukottai – 602 117

OFFER LETTER

JOSHUA FREDERICK J
No. 8/157, Kumaran Street, Kenndy Veli,
Tirusulam, Chennai – 600 043.,
Mobile : +91 93446 93401
E-Mail : frederickj526@gmail.com

Dear Mr. JOSHUA FREDERICK J

Congratulations! We are pleased to confirm that you have been selected to work for CREST LASHING AND PACKAGING PRIVATE LIMITED. We are delighted to make you the following job offer.

The position we are offering is “Assistant Human Resource” at a monthly salary of 16,000 (Sixteen Thousand Only) with an annual cost to company 1,92,000 (One Lakh Ninety Two Thousand Only).

Monthly Earnings Details

S.No	Particulars	Amount	Amount
1	Monthly Earnings		16,000
	Deductions		
2	- EPF Employee Contribution @ 12%	1,800	
3	- ESI Employee Contribution @ 0.75%	120	
4	- Professional Tax	200	
			2,120
Net Earnings			13,880

Please report to Company Management on or before 20/08/2025, for documentation and orientation. If this date is not acceptable, please contact Management immediately.

Please send your acceptance by return email, on or before 15/08/2025.

We are confident you will be able to make a significant contribution to the success of our CREST LASHING AND PACKAGING PRIVATE LIMITED and look forward to working with you.

Sincerely,
For CREST LASHING AND PACKAGING PRIVATE LIMITED

M.V VENKATESAN
Managing Director

Date : 13/08/2025
Place : Chennai

INDUSTRIAL PACKAGING | CORRUGATION | EXPORT PACKAGING | SECURING & LASHING CARGO
WORKS: Chennai, Tenkasi, Coimbatore, Pune, Tada, Bhuvaneshwar

Joshua Mascreeen

1st Aug 2025

Dear Mr. Joshua Mascreeen,

I am pleased to inform you that you have successfully completed your probation period with us. Over the past 3 months, you have consistently demonstrated professionalism, dedication, and a proactive approach in your work.

Your commitment to taking initiative and your ability to add value to every task you undertake have not gone unnoticed. You have become an integral part of the team, contributing meaningfully and setting a high standard for excellence.

In recognition of your performance and contribution, we are delighted to confirm your appointment as a permanent member of our team. We are also pleased to inform you of an increase in your salary to Rs 39,000 (10% TDS) reflecting our appreciation for your efforts and the potential we see in you.

We look forward to your continued growth with us and the positive impact you will bring to our shared goals.

Congratulations, and thank you for your dedication.

Stella
Together in Service,
Stella Matthew
MANAGING TRUSTEE
11/8/25



**GOLDEN BUTTERFLIES**
CHILDREN'S PALLIATIVE CARE FOUNDATION

<u>Correspondence Address</u>  No: 6, Prof Subramaniam Street, Ashwin Flats, Kilpauk, Chennai – 600010, Tamilnadu  +91 98413 51951	<u>Office Address</u>  Old No: 33/1, New No: 26, Unnamalai Ammal Street, North Usman Road, T.Nagar, Chennai - 600017  +91 87544 48845
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Karuppaiah Siranjeevi B



12/02/2026

Mr. KARUPPAIAH SIRANJEEVI B,
#144/42/1, SUBRAMANIYA MUDLI STREET,
SAIDAPET,
CHENNAI - 600015.
MOBILE: +91 7010000498

Dear Mr. KARUPPAIAH

Offer cum Appointment Letter

With reference to your application and subsequent interviews with us, it is our immense pleasure to extend our offer of employment to you with **FRONTLINE SOLUTIONS**. We are pleased to offer you the position of **RECUITER SENIOR EXECUTIVE** on the following terms and conditions defined herein:

1. Your employment will be effective from **11-FEBRUARY-2026** or any other date mutually agreed upon. You will be reporting to HR MANAGER.
2. Your place of work is **CHENNAI**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time.
3. You will be paid a consolidated salary of **Rs.15000** per month. In addition, you shall also be entitled to performance linked Incentive/Bonus. Compensation is confidential between you and the company. You are requested to maintain the confidentiality and not to disclose your compensation to others.
4. You will be on probation for a period of **5 months** from the date of joining. During this period, your performance and your suitability for the role will be evaluated. At the end of the probation period, subject to satisfactory scores on an assessment of your performance and suitability as well as recommendation for confirmation by your reporting manager, your service will be confirmed by formal letter/mail at the end of your probation period. In case of unsatisfactory performance, your probation period may be extended or your service will be terminated immediately without assigning any notice. During this period your employment will be terminated with the company at any time of the services by serving a prior written notice or paying the applicable basic salary in lieu.
5. Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws. You shall not be associated with any other insurance related business once you are appointed for the company.
6. Code Of Conduct: Company maintains the highest order of ethical conduct in its dealing with the customers, suppliers, employees. As part of employment, company expects you to fully understand the policies and adhere to it.
7. Others: On employment confirmation one month notice period is applicable from the date of resignation acceptance. Duly accepted resignation will be processed for full and final settlement after 45 days.
8. (1) Termination: If any time during the course of your employment it is found that you have made a false or incomplete declaration as regards to your qualifications/experience and other details, your appointment will be treated void and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieu thereof.

FRONTLINE SOLUTIONS**#15/29, North usman road, T.Nagar, Chennai 600017**



(2) If any time during the course of your employment it is found that you have:

(a). committed any act of gross misconduct or committed any serious breach or repeated or continued a material breach of the terms of your employment or (b). been guilty of conduct tending to bring yourself or the company into disrepute or (c). been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended or (d). been found in an act of moral turpitude or having in violations laws as applicable in general to the company or (e). been absent for a continuous period of 3 days (including absence when leave though applied for, is not granted or approved). (f). provides false, inaccurate or incomplete information to the company regarding your background and/or previous employment or (g). been found in an act of fabricating and/or misrepresenting the client's information to carry out your work with the company.

(3) Being an employee, you shall never give, offer or authorize the offer of either directly (or) indirectly anything of value such as money, goods, favor or services to the customer, supplier and co employee.

(4) Termination of Code of conduct breach: Notwithstanding anything contained elsewhere to the contrary, company may terminate your employment at any time with immediate effect including but not limited to the following eventualities or any breach or alleged breach of any terms of the employment or the terms of "employee confidentiality and code of conduct agreement". Willful breach of company rules or policies, on the grounds of non-performance, discipline, mis-conduct, fraud, theft and not maintaining the decorum of the floor. Unauthorized absence from duty, any violation which impacts the local body and government laws.

(5) Protection of Assets: (a) You shall be responsible for protecting the assets both in physical and digital form which are found in many forms including proprietary information, intellectual property and confidential information. (b) You must be alert to any situations or incidents that could lead to the loss, misuse, theft of the company assets. All such situations must be reported to the department head/channel head immediately. (c) You will be given authority to access to lot of information, company physical assets like mobiles, laptops, customer details etc. at all-time such assets handed over will be at your responsibility at all the time.

9. Pre-Employment/Employment Conditions: Your offer of employment and after commencement of your employment, your continuing employment with the company is conditional upon:

- a) Satisfactory reference checks,
- b) Satisfactory background verification, including but not limited to the proof of education and professional qualifications, employment history and proof of identity.

10. Joining Formalities: You are requested to bring the following documents (originals) with you on the day of joining.

1. 5 Passport size photographs with blue background.
2. Copy of proof of education (Class 10th onwards).
3. Copy of last compensation (Latest 3 pay-slips).
4. Copy of previous appointment letter(s)/ Experience certificate(s).
5. Copy of relieving letter/Endorsed resignation letter.
6. Copy of savings bank account details (passbook/personalized cheque).
7. Copy of Pan card.
8. Copy of Aadhar Card.

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

Wishing you a successful career.

For FRONTLINE SOLUTIONS

MURALIDHARAN M
FOUNDER

FRONTLINE SOLUTIONS

#15/29, North usman road, T.Nagar, Chennai 600017



Praiselin Raja



18 Jan 2026

Ms. Praiselin Raja,
49/24, Neduchezhian Street,
MGR Nagar,
Chennai, TN - 600078
Ph: +91- 6382102829

Dear Praiselin Raja,

We would like to congratulate you on being selected for the internship with our organization. Your internship will commence from **19 January 2026** till **18 September 2026**. Your place of work will be at Company's premises at "Chennai".

We are confident that this assignment will be a good opportunity for you to learn and also make an impact in terms of your contribution. During the internship period, you will be paid Stipend of **Rs.10,000/- per month (Rupees Ten Thousand Only)** including all tax.

The compensation has been fixed based on the individual performance during the internship period, the CTC will be **3 LPA**, on successful completion of Internship and graduation within the academic year (2025) and qualifying our education Criteria. The soft copy of offer of employment letter will be issued on completion of internship period, performance review, and background verification clearance.

All confidential information, trade secrets, confidential programming, system development processes, information pertaining to the design, development and manufacturing of licensed product and data of any kind whatsoever coming into existence or acquired or used by the company or by you or by any employee or agent thereof during tenure with the company shall be treated as confidential by you and shall not disclose the same except with the express permission of the Company.

Copyright of all designs, drawings, plans and documentation pertaining to products sold, manufactured or otherwise dealt by the company shall at all times be the property of the Company. All discoveries, inventions, ideas that you may conceive during your tenure with the company, shall be the sole and exclusive property of the Company.

During this assignment you will work under the supervision of such officers as may be decided by the company from time to time. You shall diligently and faithfully carry out instructions given to you and to the best of your power, skill, ability for the business and interest of the Company.

You are expected to be present 05 days in a week and work 9 hours per day and you need to complete the assignment within the stipulated time period. You will be governed by the company's rules & regulations that are in force from time to time.

Kumaran Systems Pvt. Ltd., Plot No.28/A-41, 18 Main Road, 6th Cross, SIPCOTT Park, Sevorai, Kancheepuram Dt., Tamil Nadu 603103, India. Ph: +91 44 42273100 / 6706 3200 branch Off: Plot No.11B, Road No.3, EPIP Phase 1, Tower Raj of Neil Rao Towers, Whitefield, Bangalore 560 066, India. Ph: +91 80 43022781
Regd. Off: Altius C, 8th Floor (Level 9), Olympia Technology Park, SIDCO Industrial Estate, Guindy, Chennai - 600032, India. Ph: 044-29812110

CIN: U72200TN1999PTC041901 | TAMILNADU - GSTN: 33AA8CK3992P1Z0 | www.kumaran.com | KARNATAKA - GSTN: 29AA8CK3992P1ZP



We look forward to having you as part of our team and to a mutually beneficial association.

Please sign and return the copy of this letter as a token of your acceptance.

With best wishes,

For Kumaran Systems Private Limited


Ramesh. K
SVP - Banking



Moses Immanuel J



Dr. LAWRENCE S
DIRECTOR

To,
Mr. Moses Immanuel J
Kodungayur Chennai- 600 118

Subject: Offer Letter for Documentation & Counselor Role

Dear Mr. Moses Immanuel J,

We are pleased to offer you the position of Documentation & Counselor at Real Charitable Trust, based on your background, experience, and interest in contributing to social welfare and community development.

Your responsibilities will include, but are not limited to:

- Preparing, organizing, and maintaining documentation related to beneficiaries, programs, and internal operations.
- Participating in field activities and supporting the execution of awareness or outreach programs.
- Coordinating with other team members to ensure smooth communication and documentation processes.
- Providing counseling support to beneficiaries, addressing their personal, emotional, or social challenges, and guiding them towards appropriate resources or interventions.

Terms of Employment:

- **Position:** Documentation officer & Counselor
- **Joining Date:** 23/06/2025
- **Working Hours:** 10:00AM to 06:00 Monday to Saturday
- **Salary:** Rs 18,000/-

We are excited to have you join the Real Charitable Trust and look forward to your valuable contributions in making a difference in the lives of those we serve.



ADMIN OFFICE :
No. 337, West Avenue,
M.K.B. Nagar, Vyasarpadi,
Chennai - 39.
044 - 29995902

REG OFFICE :
No. 297, 4th Street,
Damodaran Nagar,
Vyasarpadi, Chennai - 39.
044 - 29995202

9710394002 / 7010413939

 realcharitytrust@gmail.com

 www.realcharitabletrust.org

 [realtrust_india](#)  [realtrust_india](#)  [realtrust_india](#)  [RCTservices@77](#)

Berfin D

Regd. 1120/2000

VILLAGE EDUCATION WOMEN CHILDREN REHABILITATION SOCIETY

No.15/90, 13th Street, Thirunagar, Villivakkam, Chennai - 600 049. Cell : 9444479407
Tamilnadu, INDIA. E-mail : danieliwdi@yahoo.co.in, pauldaniel1953@gmail.com
Income Tax Exemption 80G Act, 1961 - DIT (E) No.2 (386) / 02

VEWCERS

Date: 22/10/2025

To,

Mr. Berfin.D
No.62D, Pullukiravilai,
Paraicode, VTC Kalkulam,
Mulagumoodu (PO)
Kanniyakumai District – 629 167

Dear Mr. D.Berfin,

With reference to your application and subsequent interview with us, we are pleased to appoint you as a **Co-ordinator cum Counselor under Urban Shelter for Homeless Men, Madhavaram under Greater Chennai Corporation (GCC)** in our organization with the following terms and conditions.

Date of Joining: You have joined on **23rd October 2025**

Salary: Your Monthly salary to the Organization would be **20,000/- (Twenty Thousand only)**.

Place of work: CMDA Building, CMDA Trunk Terminal Road, Madhavaram (Behind Mofussil Bus Stand) Chennai-600 110.

Probation/Confirmation: You will be on a Probation period for the Six months. Based on your performance your services will be confirmed with the Organisation in written after six months.

During the probation period your services can be terminated with seven days notice on either side and without any reasons whatsoever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your service can be terminated on one month's notice on either side.

Absence for a continuous period of ten days without prior approval from your superior, (including overstay on leave / training) would result in your losing your lieu on the service and the same shall automatically come to an end without any notice or intimation.

Leave: You will be eligible to the benefit of the Organization's Leave Rules on your confirmation in the Organization's Service.

During the period of your employment with the Organisation, you will devote full time to the work of the Organization. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Organisation.



Regd. 1120/2000

VILLAGE EDUCATION WOMEN CHILDREN REHABILITATION SOCIETY

No. 15/90, 13th Street, Thirunagar, Villivakkam, Chennai - 600 049. Cell : 9444479407
Tamilnadu, INDIA. E-mail : danieliwdi@yahoo.co.in, pauldaniel1953@gmail.com

VEWCERS Income Tax Exemption 80G Art. 1961 - DIT (E) No.2 (386) / 02

1. You will not (except in the normal course of the Organization's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Organization's products or to any matter with which the Organisation may be concerned, unless you have previously applied to and obtained the written permission from the Organization.
2. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, Organization's policies, Organization's patterns & Trade Mark and Organization's profile.
3. You will be required to comply with all such rules and regulations as the Organisation may frame from time to time.
4. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.
5. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorder behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the Organisation shall be entitled to recover the damages from you.
6. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Organisation having dealing with the Organisation and if you are offered any, you should immediately report the same to the Management.
7. This appointment letter is being issued to you on the basis of the information and particulars are furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.
8. You will be responsible for safekeeping and return in good condition and order of all Organization's property, which may be in your use, custody or charge. You should present all the reports pertaining to the project in weekly and monthly basis to the organization and also you are the responsible for collecting and verifying the reports submitted by the co staff of the project.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to **VILLAGE EDUCATION WOMEN CHILDREN REHABILITATION SOCIETY (VEWCERS)** family and looking forward to your fruitful collaboration.

With Best Wishes

[Signature]
Mr. V. Paul Daniel
Secretary, VEWCRS
23/10/25



[Signature] 23/10/25 *[Signature]* 23/10/25

Sabarivenkadesh



LMK ENTERPRISES

Service for Waste Management

Date: 14-06-2025
CHENNAI

TO
Mr. Sabarivenkadesh

Sub: Contract for Position of 'Site Supervisor' at LMK Enterprises, Ambathur Industrial Estate, Chennai.

We are pleased to offer you the post of "Site Supervisor" at LMK Enterprises partnering with CAIIUC " Ambathur Industrial Estate" for a period of 6 Months beginning 14th June 2025 to 31st December 2025 under the following terms and condition,

Designation – Site Supervisor

(A) You will report directly to the Project Co-ordinator of LMK.

(B) Your primary responsibilities as part of your job will include the following tasks:

- ✓ Ensure proper cleaning and daily waste collection in the pilot/selected area
- ✓ To interact with company owners on weekly basis for strengthening field operation
- ✓ Conduct cleanliness events for the target population at a regular interval
- ✓ Ensure daily street work photos and Road side garden waste removal work
- ✓ Maintenance of the relevant records
- ✓ Collection of garbage payment and submit to project coordinator
- ✓ Preparation of monthly collection reports
- ✓ Identification of critical issues like water logging, blocked drainages, if stakeholder denies to pay waste collection fee etc
- ✓ To discuss key/critical issues with project coordinator and establish/find proper solution
- ✓ Send monthly summery report to project coordinator
- ✓ Mentor and guide Waste collector team at a regular interval
- ✓ Ensure there is proper coordination among the Company holder and waste collector team
- ✓ Ensure the guidelines are followed by Waste Collector E.g Proper Dress code, Personal protective equipments etc

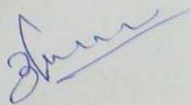
(C) Your compensation including all allowances will be Rs.19000/month.

(D) Other conditions:
During your employment at LMK you will not take up any employment or assignment (part-time or otherwise) elsewhere.
You will abide by all the rules and regulations of the organization.

(E) Termination:

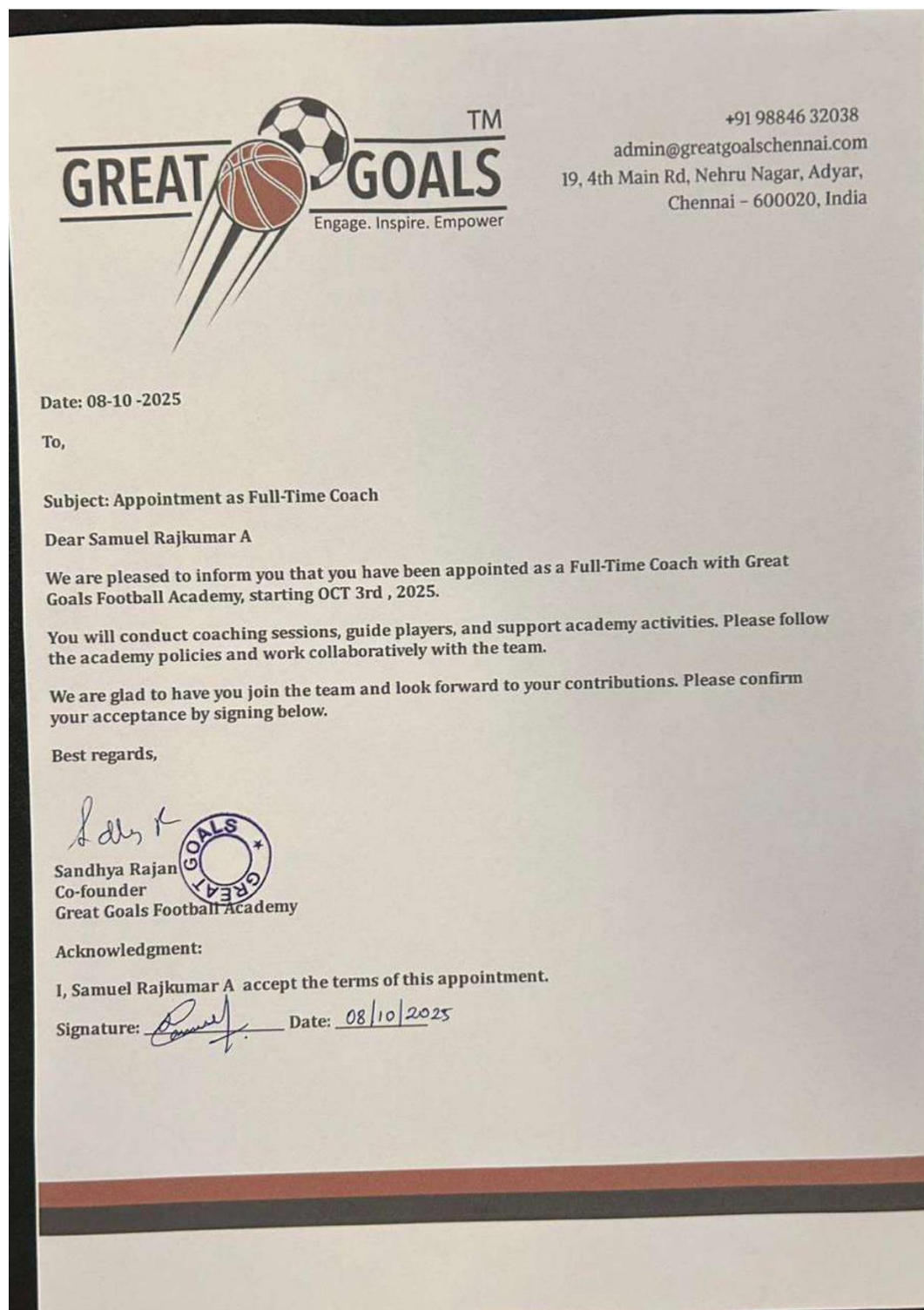
1. This employment may be terminated by either party at any time during the duration of the project. Provided a notice period of one month is served by the party seeking termination.
2. Please indicate your approval and acceptance of terms and conditions of this offer by signing this letter, retaining a copy for your files, and returning the original to our office.

Sincerely, I accept,

Director 

No. 297, 4th Street, Damodar Nagar, Vyasarpadi, Chennai - 600 039.
E-mail : lmkenterprises12@gmail.com. Mobile : 9710394002

Samuel Rajkumar A





Sivaranjan Jayaprakash



17 December 2025

Appointment Letter

Emp. Name: Sivaranjan Jayaprakash
Emp. Code: 41008858

Dear Sivaranjan Jayaprakash,

The Management is pleased to appoint you as **“Admin Assistant”** in our organization.
The designation is w.e.f **17 December 2025** on the terms and conditions mentioned below:

1. You will be paid remuneration as per Annexure I.
2. You will be posted at **Chennai**, but the Management reserves the right to transfer you at any time from one department to another, branch office; subsidiary, associate companies situated anywhere within India or abroad, whether existing or acquired later on. Upon such transfer, rules and regulations applicable to such post and place will be applicable to you.
3. You will be on probation for a period of three months from the date of your joining duty. Your probation period can be extended further, if your work or conduct is not found satisfactory. During your probation period, your services can be terminated by giving 15 Days’ notice by either side or gross salary in lieu thereof.
4. On Satisfactory completion of your probation period, your services in the organization will be deemed confirm unless a separate letter extending your probation period is issued to you.
5. Your services can also be terminated at any time by giving 30 Days’ notice by either side or gross salary in lieu thereof.
6. During the tenure of your service with the Company or thereafter, you will not in any manner divulge to any person nor use for any purpose except for discharge of your official duties any information about the policies, operations, plans, know-how, processes, systems and procedures relating to the Company and its associates to whom you have an access to know during the course of your employment.
7. While in employment of the Company, including period of your leave, you will not take either part time or full time employment or engage in any trade/business/profession without the prior written permission of the Management
8. All works such as research, development, modifications, systems, policies, manuals, products, brands, surveys etc. carried out for the Company during the course of your employment shall be the property of the Company.

A Jubilant Bhartia Company

OUR VALUES

Jubilant MotorWorks Private Limited

CIN-U50100KA2009PTC121823

Regd. Office & Corporate Office :
Survey No. 6/1, Beratana Agrahara,
15 KM Road, Hosur Main Road,
Electronic City P.O. Bangalore-560100,
India, Tel:080-46241111
Website : <https://jubilantmotorworks.com>
Email : info@jubilantmotorworks.com



9. You will apply and maintain the highest standards of personal conduct and integrity and will deal with Company's money, materials, documents, reputation etc. with utmost honesty and diligence. You will not accept nor give cause to accept any gifts, commissions or other favors of any kind from any individual or body associated with the Company. Any violation of these or any other company procedures can result in disciplinary action against you.
10. Whenever you change your present / local address for any reason, you shall intimate the change to the Company immediately.
11. Your appointment is based on the information furnished by you. If it is found that you have is represented, concealed or given any wrong information about your candidature at the time of your appointment, your services can be terminated without any notice or compensation.
12. Upon your separation from the company on account of either resignation or termination, you need to immediately return to the company all the assets and property (including any leased property) of the company including documents, company provided uniforms, files, books, papers and memos in your possession or custody. You will also immediately return any letter of authority or power of attorney issued to you.
13. You will retire from the services of the company on attaining the age of 58 years (Fifty-eight years). For determination of age the details in the documents furnished by you at the time of joining will be deemed to be final.
14. You will be governed by the rules and regulations of the Company which are in force and which may become effective from time to time.

Please sign on each page in acceptance of the terms and conditions set out therein and return a copy of this letter.

Thanking you,

For Jubilant MotorWorks Private Limited



Snehasish Bhattacharyya
Chief Human Resource Officer

Employee's Signature _____

A Jubilant Bhartia Company

OUR VALUES



Jubilant MotorWorks Private Limited

CIN-U50100KA2009PTC121823

Regd. Office & Corporate Office :
Survey No. 6/1, Beratana Agrahara,
15 KM Road, Hosur Main Road,
Electronic City P.O. Bangalore-560100.
India. Tel:080-46241111
Website : <https://jubilantmotorworks.com>
Email : info@jubilantmotorworks.com



Annexure-I

Name: Sivarankan Jayaprakash
Designation: Admin Assistant
Level :: Executive
SALARY BREAK UP

Components	Monthly Rs	Annual Rs
Basic Salary	21001	252012
House Rent Allowance	4106	49272
Gross	25107	301284
Employer PF	1800	21600
Gratuity	1010	12122
Cost To Company	27917	335004

Note:

- Monthly take home is calculated by deducting the employee statutory deductions from gross.
- Incentive: You will be eligible for incentive payout based on the plan circulated on a monthly/time to time basis.

For Jubilant MotorWorks Private Limited



Snehasish Bhattacharyya
Chief Human Resource Officer

Employee's Signature _____

A Jubilant Bhartia Company



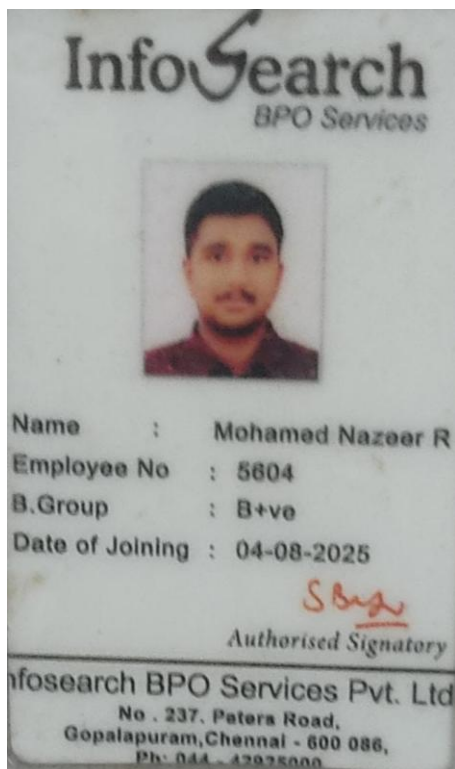
Jubilant MotorWorks Private Limited

CIN-U50100KA2009PTC121823

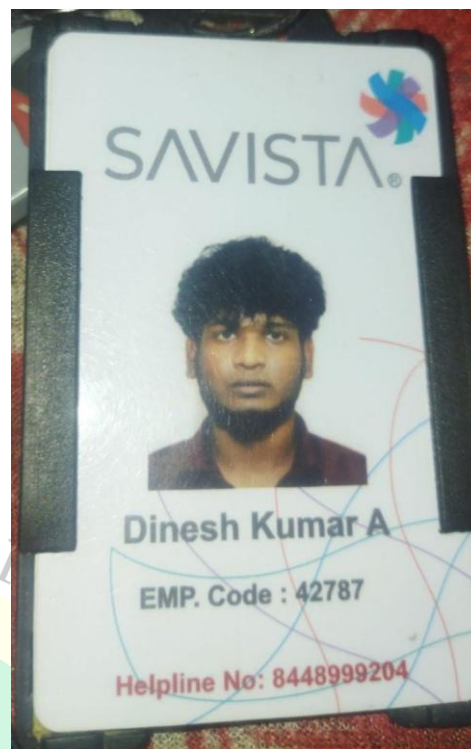
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 Survey No. 6/1, Beratana Agrahara,
 19 KM Road, Hosur Main Road,
 Electronic City P.O., Bangalore-560100,
 India. Tel:080-46241111
Website : <https://jubilantmotorworks.com>
Email : info@jubilantmotorworks.com

MOHAMED NAZEER R

A. Dinesh kumar



Monika



D.Mirudhula





Gomathy B



Oceanic Towers, No. 101, Santhome High Road, Chennai – 600028
CIN U72200TN2003PTC050482

30th May 2025

To
Emp ID: 10751
Gomathy B
No.70/3,
New Street
Mylapore
Chennai 600004

Dear Gomathy

On the basis of particulars furnished in your bio-data of your application and the subsequent test and personal interview with us, we are pleased to inform you that you have been selected to be trained as a **Trainee HR Executive** in our organization at your own request and subject to your acceptance to the "Terms and Conditions" furnished in Annexure I.

The position is offered subject to the satisfactory completion of verification checks and the completion of the twelve months trainee period from the date of joining, during which time your performance will be under review.

On successful and satisfactory completion of your training, you will be eligible, subject to your acceptance of our offer and subject to availability of regular vacancies, to be appointed to the position for which you have been trained. During the period of training, you will be paid a consolidated Stipend/Honorarium/Training Allowance of **Rs. 13310.00** per month.

Your date of joining is **30 May 2025**. Your date of birth as per our records is **15 Jul 2005**.

The company reserves the right to terminate your training without assigning any reason and without prior notice.

Yours sincerely,
For Trayee Business Solutions Pvt Ltd

Authorized Signatory
27VLY8

The authenticity of this document can be verified at <https://www.trayee.com/verify>

Agreed and accepted

Gomathy B

An ISO 27001:2022 certified company

Regd. Office: No. 288, Avvai Shanmugham Salai, Gopalapuram, Chennai 600086
contact@trayee.com



Venkatesh



Date:- 01-Aug-2025

To,
Mr. Venkatesh H

Subject: **Appointment Letter**

Dear Venkatesh H.

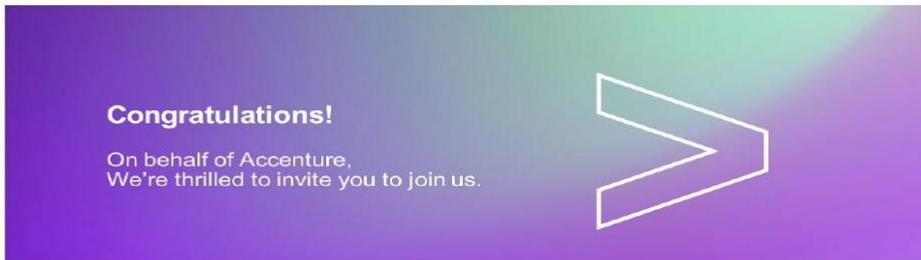
We are pleased to appoint you in our organization as "SUPERVISOR" on Fixed Term Contract and subject to the following terms and conditions.

- 1 Your contract will commence from 01-Aug-2025 to 31-Jul-2026 during which you will render services to our client at their premises or based on client's requirements and subject to the terms and conditions below.
- 2 During this period of contractual employment your remuneration shall be as per Annexure A. Any revisions, based on compliances, in your remuneration shall be informed to you on writing.
- 3 You shall adhere to all the instructions received by you from the authorized person of the Company or the Client. You shall also be bound by our rules and regulations set by the Company and Client, which have been informed to you wide any mode of communication.
- 4 You hereby agree to be liable for the following terms and conditions.
 - a. Fully perform the services, in a professional manner, at the client's location or any location based on the client's requirement, until the completion of the terms of the work assignment.
 - b. During the term of the work assignment, render services exclusively to the client and such performance shall not be inconsistent with deliverables expected for the work assignment.
 - c. Not engage in any conduct which is detrimental to the interest of the Client or TALENTFLEXISERV GLOBAL PRIVATE LIMITED.
 - d. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TALENTFLEXISERV GLOBAL PRIVATE LIMITED.
 - e. Neither directly nor indirectly accept employment with the Client or its affiliates during the period of the work assignment without prior permission of TALENTFLEXISERV GLOBAL PRIVATE LIMITED.
 - f. Extend all cooperation to the Client's employees, consultants, representatives, etc. and do all such things as may be necessary and comply with all terms of the contract.
 - g. Report and be present at the designated location during the working hours, as instructed by the client.
 - h. Comply with the safety, health and environment policy of TALENTFLEXISERV GLOBAL PRIVATE LIMITED and / or Client that you have been made aware of.
 - i. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TALENTFLEXISERV GLOBAL PRIVATE LIMITED in consultation or requirement of client for executing the services against your work assignment.
- 5 The nature of your relationship with TALENTFLEXISERV GLOBAL PRIVATE LIMITED will be that of a Contract of services for a fixed period.
- 6 This contractual employment is being offered to you on the clear understanding that there is nothing on your past record which would have prevented the Management from offering you employment. If however, it is found at any time hereinafter that your past record is objectionable or if any declaration given by you or statement made by you to the management is false or if you have willfully suppressed any material information, in such a case you will be liable to be removed from the services of the company forthwith without any notice.

Page | 1



CHERAN P



Dear **Cheran,**

We are making this offer pursuant to our discussions. We really enjoyed getting to know you during the interview process and look forward to you joining us and we anticipate to work with you to deliver on the promise of technology and human ingenuity for our clients.

Please take a look at the overview of your offer and financial rewards at Accenture (Company), together with all of the attachments they form the terms and conditions of your proposed employment at Accenture. You'll find this below, alongside the next steps section. Needless to mention, you need to successfully meet the requirement of our offer and employment terms, an overview of which is being provided in the next steps section below.

Once again, congratulations and we hope you will accept our offer and will join the team.

Let's deliver growth at the heart of change!

Lakshmi C
Senior Managing Director - CHRO, Accenture in India

Thenmozhi P



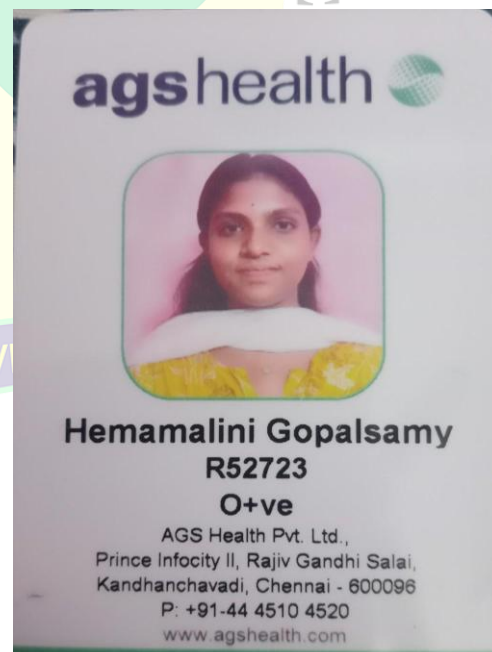
K Abinaya sree



Dinesh Raj I



Hemamalini





SANJAI SRIRAM D



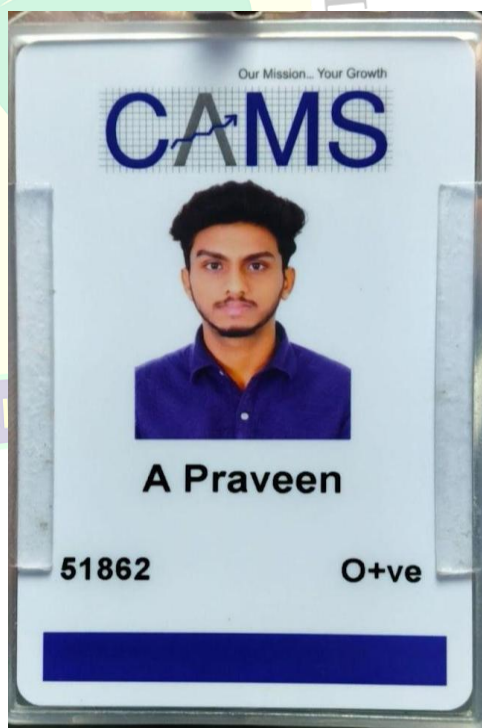
THIRUSELVAN N



Manikandan C



Praveen.A





Siddarth.G



16-02-2026

LETTER OF APPOINTMENT

Mr. Siddarth G
S1, Anusha Garden, Parvathi Avenue, Karpagambal Nagar
Chennai
Tamil Nadu
600125

Dear Siddarth G,

- I. Prochant India Pvt. Ltd. is pleased to confirm our offer of your appointment as **Process Trainee**. Your employment will commence on **16-02-2026**.
- II. Prochant Group has extended this offer to you based upon your general knowledge, background, experience and skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other confidential information.
- III. This letter of appointment is based on the information furnished in your application for Employment and during the interviews you had with us.
- IV. You shall be under probation for a period of six (6) months from the Effective date mentioned in clause I above.
- V. **Remuneration and other benefits**
In consideration of the services and obligations to be performed by you in terms of the conditions laid out in the Employment Agreement dated **16-02-2026**, you shall be entitled to a Monthly gross salary of **Rs 17,650/- (Rupees Seventeen Thousand Six Hundred And Fifty Only)** which shall be payable commencing from the Effective Date.
- VI. The salary shall be payable on monthly basis on or before 5th of the following month for the previous month.
- VII. The Company shall be entitled to deduct from the above remuneration payable to you, the following statutory and compulsory deductions:
 - a. Provident Fund
 - b. Income tax deducted at source at the rates applicable on remuneration.
 - c. Employment/ Professional tax
 - d. ESI (If applicable).

*Sadanandan N***Prochant India Pvt Ltd**

(Formerly known as Prometheus Business Outsourcing (India) Private Limited)

CIN : U72200TN2007PTC063959

Reg Office : DLF IT Park, Block 3 - Ground Floor, 1/124, Mount Poonamallee Road, Nandambakkam Post, Chennai - 600089 Ph: +91 44 42871255, 4287 2155 GSTIN : 33AAECP3180B1ZX
Branch Office : GKS TECH PARK - Block 6, 7th Floor @ DLF IT PARK, No. 1/124, Mount Poonamallee Road, Silvaji Gardens, Manapakkam, Chennai - 600 089. Phone: +91 44 42872155 GSTIN : 33AAECP3180B2ZW
1st floor, M-Squared Annexure Building, Technopark Phase - 1, Kazhakkuttam, Trivandrum - 695581 Phone : 471 2700657 GSTIN : 32AAECP3180B1ZZ

web: www.prochant.com



RUKMANI. K

Savista Global Solutions Pvt. Ltd.
2nd Floor Tower - A, TECO Park No: 285,
Old Mahabalipuram Road Sholinganallur,
Chennai, TN - 600 119,
www.SavistaRCM.com
CIN:U85100DL2003PTC334212



Format No.: SP/HR/FT/78

Rev. No.: 09

Date : October 01,2025

Appointment Letter**Name: Rukmani Kothandaraman****Address: No.014, D Block, Rajamuthiapuram, Raja Annamalaipuram, Chennai-600028.**

Dear Rukmani,

We are delighted to welcome you to **Savista Global Solutions Pvt. Ltd.** and have you as part of the team. We are pleased to offer you to join us as **Claims Processing Associate - Operations** at **Chennai** or in such other capacity the management shall from time to time determine. Please note that the employment terms contained in this Letter are subject to Company policy.

1. APPOINTMENT

- a) Your date of appointment is effective from the date of this letter.
- b) From the date of your joining the Company, you will be on probation for a period of six (6) months from the date of your appointment. If in the opinion of the Company, you are found suitable in the appointed post you will be confirmed vide a confirmation letter. Consequent upon the issue of a confirmation letter, you will be included in the permanent Colleague rolls of the Company. In case your employment with the company is not confirmed post the probationary period, your services with the Company shall be deemed to be terminated without further notice. Alternatively, your probation period may be further extended for a period of 1 to 3 months. The retirement age is upon completion of fifty-eight (58) years.
- c) You will be liable to be transferred in such capacity as the Company may from time to time determine at its sole discretion to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to such transferred assignment including compensation, working hours, holidays, leave, people policies etc. You will also be expected to make visits and travel both within India and overseas, as may be necessary for the proper discharge of your duties.



SOOSAI EVANGELIN J

Savista Global Solutions Pvt. Ltd.
2nd Floor Tower - A, TECCI Park No: 285,
Old Mahabalipuram Road Sholinganallur,
Chennai, TN - 600 119,
www.SavistaRCM.com
CIN:U85100DL2003PTC334212



Format No.: SP/HR/FT/16

Rev. No.: 12

Offer Letter**Private & Confidential**Date: 6th Feb 2026

Soosai Evangelin J

No.19/48, Kalvaakarai Road, Adyar, Chennai-600020

Dear Soosai,

With reference to your application and subsequent interviews, we are pleased to offer for the position of "Claims Processing Associate" in "Operations" in our organization.

Your **Total Compensation** will be **INR 2,37,900/-** which is all inclusive and will be paid in accordance to company policy. The break-up is given below in **Annexure A**.

We request you to join us by **6th Feb 2026 at 12.30 PM**. At the time of joining, please submit the following documents:

- 1) **10th, 12th and Degree** with two Photocopies in support of your educational qualifications.
- 2) Relieving letter from your previous employer and last drawn pay slip, if applicable.
- 3) Six passport size and one stamp size color photographs with white background.
- 4) One Xerox copy of your address proof and your Photo ID proof.
- 5) Appointment letter if, any from your previous employer.
- 6) Aadhaar to be provided as Mandatory address & ID proof

We will be issuing a letter of Appointment on the day you join our services.

This offer is subject to you undergoing a background verification and it's mandatory that you have to clear the verification successfully. In the event of you not clearing background verification successfully, this offer made to you will be withdrawn without any further notice.

Kindly sign the duplicate copy of this letter and return it as a token of your acceptance.

Thank you for choosing career with us and we look forward to working with you.

For Savista Global Solutions Pvt. Ltd.

Ambika M
Assistant General Manager, Human Resources

Vijayashree D



Bevinadhisayaraj J



Keerthika S



S.Sanjay





T. SIVABALAN



Cottage Industries Exposition Ltd.

Cottage Industries Exposition Ltd.
118, Nungambakkam High Road,
Chennai-600034 India

Date: 12th December, 2025

To: T. Sivabalan
14/21 Adajan Mudali Street,
Mandaveli, Chennai - 600028

Subject: Confirmation of Employment & Joining Details

Dear T. Sivabalan

We are pleased to confirm your employment with Cottage Industries Exposition Ltd., following your acceptance of our offer letter, and look forward to welcoming you on board our team as Export Executive

Details of Employment:

- ☐ **Position:** Export Executive
- ☐ **Date of Joining:** 10th October, 2025
- ☐ **Location:** Chennai - South
- ☐ **Salary:** Rs. 22,000/- per month

Probationary Period: As per the rules of our company this appointment is on probation for a period of 12 months, following which, depending on performance, it will be evaluated & confirmed.

Please note your employment with the company will be governed by the policies, rules, and regulations that apply to all officers and employees of Cottage Industries Exposition Ltd. as amended from time to time.



Padmanabhan S



Offer Letter

Date: **27-10-2025**

Sub: Offer Letter

Dear **Padmanabhan S,**

Congratulations! You have been selected.

We are pleased to inform you that you will be deployed at our Client **DTDC Express**. We are delighted to make you the following job offer.

The position offered to you is that of a **Assistant Operations** at Monthly Take Home Salary of Rs. **16000.00**. Your job location will be **Chennai**

You will be on contract for a period of **12** months. The contract period may be extended, at the sole discretion of the management.

You would be required to join as early as possible but not later than **25-10-2025**. If you do not join your duty on the said date, this offer of appointment shall be treated as canceled, unless the extension of the said date for joining is agreed upon by us.

Documents need to be uploaded on MyHR-BetterPlace Select App. (<https://myhr-aj.app.link/IYPhcwJnKV>)

Go to the Play Store and download the MyHR-BetterPlace Select App from there. If you face any issues, report it on the app.

Following documents have to be uploaded for further process:

1. Aadhaar Card (Mandatory)
2. Bank Account Proof (Mandatory)
3. Passport Size Photo (Mandatory)
4. Photocopy of PAN Card
5. Details of Family
6. Details of Permanent and Present Address

We are confident you will be able to make a significant contribution to the success of our Client **DTDC Express** and look forward to working with you.

Please click on the "Accept" button to download the app and upload your KYC documents in order to get your Appointment Letter.

Yours faithfully,

Aasaanjobs Pvt Ltd

Prashanth



GRANPA'S FRESH AND FROZEN FOODS

Date: 28/04/2025

To:

Mr. Prasanth R A

Joining Letter

Dear Prasanth,

We are delighted to welcome you to Granpa's Fresh and Frozen Foods. We appreciate your decision to join us and look forward to a successful association. Based on our discussions and the offer extended to you, we are pleased to confirm your appointment with the following details:

Position & Department:

You are appointed as Operations and Sales Manager, reporting to Louis Ignatius -Head of operation and Sales.

Joining Date:

You are expected to join us on 1st May 2025

Location:

Your primary location of work will be at Granpas Fresh And Frozen Foods Indira Nagar. However, you may be transferred or assigned to other locations or functions as per the operational needs of the company.

Compensation:

Your total Cost to Company (CTC) will be INR 3,00,000 per annum (INR 25,000 per month), as already discussed and accepted. The detailed monthly salary structure is as follows:

Component	Amount (INR)
Basic Salary	10,000
House Rent Allowance	5,000



JOHN BRITTO A



Subhasree B



Dhaveedhuraja



B.LATHYKA





KUMARAVELU J



Kameshwaran



Umesh



i-Process Services (India) Pvt. Ltd.

Corporate Office :
Plot No : 313, Udyog Vihar Phase-IV, Gurugram, Haryana-122015
Ph. 0124-4763400

Offer Cum Appointment Letter

11-Jun-2025

Mr Umesh .,

No.48,2nd Street Varadhapuram, Kottur, Kotturpuram, Chennai, Tamil Nadu, India, 600085

Mobile No: +91-6385321329

Dear Umesh .,

With reference to your interview and online documentations submitted for seeking employment with our company. We are pleased to inform you that your candidature has been accepted basis representation made and documents submitted by you.

This offer cum appointment letter is being issued to you for appointing you on the post of **SR. EXECUTIVE** in Grade **GRADE-13** with the company. Your total emoluments shall be as per Annexure attached hereto and your date of joining shall be **12-Jun-2025** you will report at our Client site at following work location :

ICICI BANK LTD (Chennai)

Besides the terms and condition, which are stipulated herein in this letter, your appointment shall be subject to satisfactory results of verifications of representation made and documents submitted by you.

In case of your verification / reference checks are not up to the desired level, this letter shall be automatically stands withdrawn and even if you have joined duty, your services shall be discontinued with immediate effect without any compensation notice or salary in lieu thereof.

Further, if you fail to join on the date specified hereinabove, this letter shall be treated as withdrawn.

The following are the other terms and conditions of this offer cum appointment letter:

A. Commencement Term:

- i. Your appointment is effective from 12-Jun-2025.
- ii. You will be on probation for a period of six months, or any further extended period as may be decided by the Company based on your performance during the probation.
- iii. On satisfactory completion of your probation, you will be confirmed in the services of the Company in writing.

B. Remuneration:

Your total cost to the company will be Rs.2,36,436 per annum as per detailed annexure to this letter.

Benefits:

You will be eligible for Retirement Benefits of the Company; namely Provident Fund and Gratuity in accordance with the statutory requirements and / or, as per Company policy.

C. Other Terms and Conditions of Service:

Professional Ethics & Confidentiality: While you are in the services of the Company, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the



i-Process Services (India) Pvt. Ltd.

Corporate Office :
Plot No : 113, Udyog Vihar Phase-IV, Gurgaon, Haryana-122016
Ph. 0124-4763480

services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Company and will not divulge to any person or utilize any of the Company's secrets or other related information (which you may possess by reason of your association with the Company) outside the company.

IT Security Practice & Procedures: While you are in the services of the Company, you will adhere to the IT Security Practice & Procedures as prescribed by **i-Process Services (India) Private Limited**.

Confidentiality and adherence of code of conduct:

While you are in service of the company, you have to abide by & to work with as per the Company's Code of Conduct & always maintain confidentiality and secrecy of any information which you may possess by virtue of your association with Company. You are required to keep all information confidential at all times and any such details should not be used by anyone including yourself, or disclosed to anyone else and this confidentiality obligation shall be continuously to be always maintained by you even after you leave the services of the Company.

HR Policy: While you are in the service of the company, you will be governed and required to adhere the HR Policies of the company as amended from time to time.

Notice Period: During the probation period, your services would be liable to be terminated by the Company without assigning any reason and without giving any notice.

During the probation period, if you decide to leave the Company's services, you will be required to give fifteen days' notice. The company in its sole discretion can decide to waive off / reduce the notice period depending upon the exigencies. In such case, you would be required to pay to company, basic salary for the notice period not served.

In case you decide to leave the Company's services after confirmation, you will be required to give thirty days' notice. The company in its sole discretion can decide to waive off / reduce the notice period depending upon the exigencies. In such case, you would be required to pay to company, basic salary for the notice period not served.

After confirmation in grade, your services would be liable to be terminated by the Company, by giving thirty days' notice or on payment of an amount equivalent to thirty days' Basic salary in lieu of the notice period.

Transfer: The Company shall have the right to transfer you to any of its offices.

Retirement: Employees would retire on the last day of the month in which they complete 58 years of age.

Joining Competitors: In the event of termination of your services by the Company or your resignation from the services of the Company, you shall not join any competing Company or Financial Services Company for a period of six months from the date of resignation/termination.

D. Termination of Employment: In addition to what has been mentioned in sub-clause (iii) of Clause-II of this letter, please note that your services with the Company are also liable to be terminated any time in the event of:

Regd. Office : Unit No. 802, 8th Floor, "Centre Point", Andheri Kurla Road, J.B. Nagar, Andheri (East) Mumbai-400058
CIN No.: U82990MH-2005PTC-152504 - Mail to : contact@iprocess.in - Website : www.iprocess.in

TO STRIVE



Rajan



payroll support <payrollsupport@medall.in>

Appreciation and Recognition with pay revision

2 messages

Sarala S <sarala@medall.in>

Sat, 31 Jan at 11:29 AM

To: payroll support <payrollsupport@medall.in>

Dear Rajan,

Greetings..!!

We are pleased to appreciate your efforts and commitment during the first five months of your working with us. As a fresher stepping into the HR function, you have shown noticeable learning ability, sincerity, and a positive attitude towards your responsibilities.

Your proactive involvement, discipline, and willingness to take ownership of assigned tasks have been noticed.

In recognition of your contribution and progress so far, we are happy to inform you that your monthly stipend has been revised from Rs.15,000/- to 17,500/p.m, effective 1st February 2026.

This is being approved as a special recognition, however, as you know you will not be eligible for any salary revision during the first 15 months from your Date of Joining. Kindly treat this as strictly confidential and ~~don't~~ disclose or discuss.

All other terms and conditions remain the same during the stipend period.

Our best wishes and look forward to your continued learning, and contributions in the months ahead and wish you every success in your journey with us.

Rgs

[Quoted text hidden]

payroll support <payrollsupport@medall.in>

Sat, 31 Jan at 11:33 AM

To: Sarala S <sarala@medall.in>

Hello Ma'am,

Thank you so much ma'am.

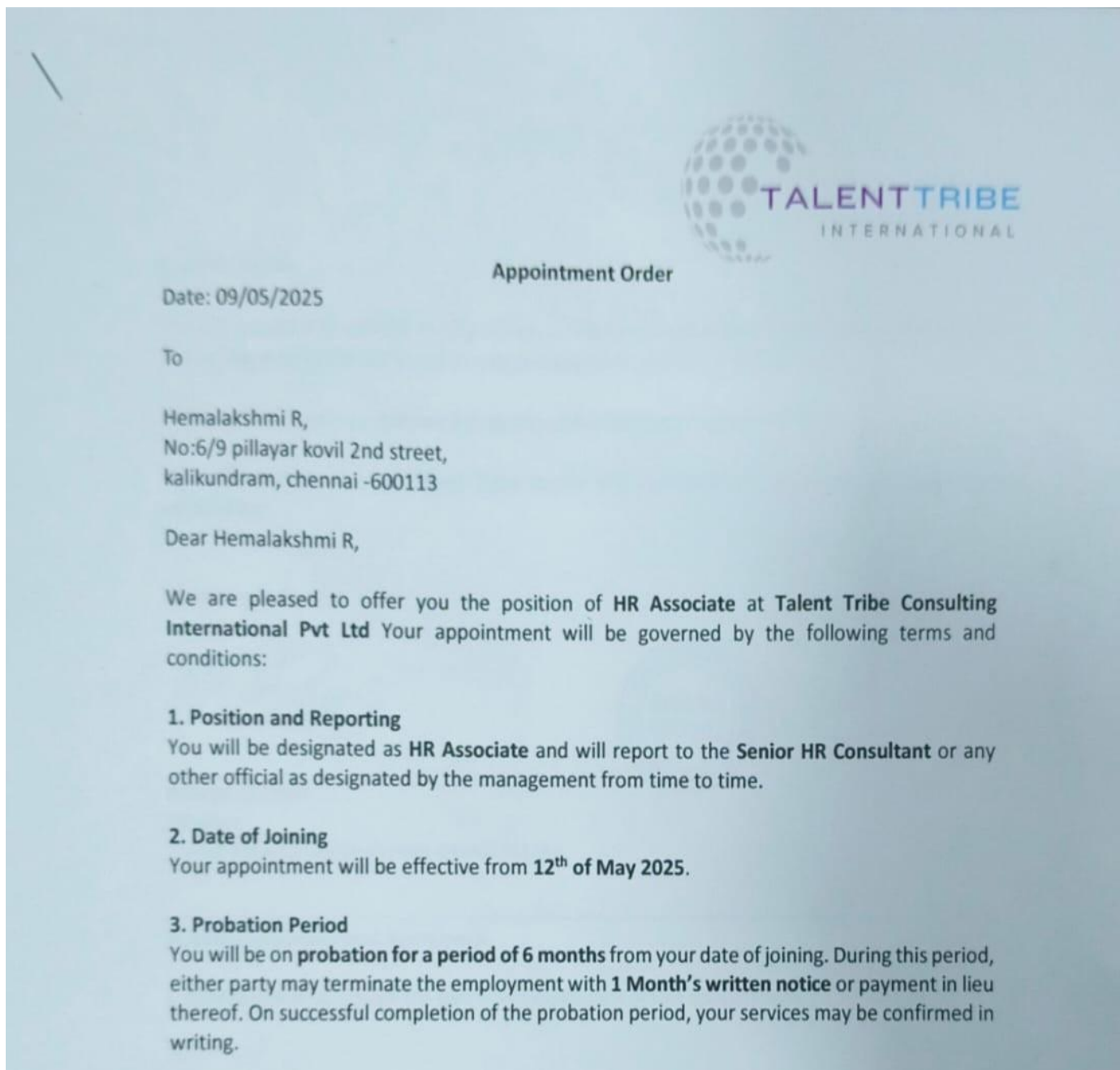
Thanks & regards

Rajan S

HR Team



Hemalakshmi R

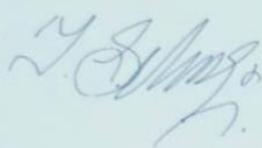


Ramya Selvaraj

Please confirm your acceptance by signing and returning a copy of this letter.

We welcome you to the Talent Tribe family and look forward to a mutually rewarding association.

Warm regards,



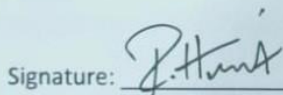
Selwyn Thomas
Director
Talent Tribe Consulting International Pvt Ltd



Acknowledgement and Acceptance

I, **Hemalakshmi R**, accept the terms and conditions of this appointment.

Signature: _____



Date: _____

09/05/2025



ZENO TALENT

OFFER LETTER

Name: Ramya Selvaraj

Date: Thursday, June 5th 2025

Dear Miss Ramya Selvaraj,

We are pleased to inform you that you have been selected for the position of **Human Resource Executive** in our organization within the **Human Resources Department**. This is a permanent position, and you will be a valuable member of our team, contributing to the growth and success of the company under the following terms and conditions.

1. Employment Details:

- **Department:** Human Resources
- **Designation:** Human Resources Executive
- **Joining Date:** 16th June 2025
- **Employee ID :** NZT25004
- **Joining Location:** Remote, Chennai, India • **Role Location:** Chennai, India

2. Terms and Conditions of Employment

a. **Employment Status:**

Your employment with Neozeno Talent LLP will commence on the above joining date as a permanent employee.

b. **Probation Period:**

You will undergo a probation period of 3 months, during which your performance will be reviewed. Confirmation of permanent employment will be subject to successful completion.

c. **Working Hours:**

d. Compensation:

Your monthly salary will be INR 20,000, subject to applicable taxes and statutory

deductions. e. Leave Entitlement:



Softlogic
Systems

We Build Your Future

Name : Miss.Swetha L

July 07, 2025

Address : No.C7, PWD Quarters, Saidapet, Chennai – 600 015

Dear Swetha,

With reference to the Interview you had with us, we are happy to inform you that you are employed on contract basis with our Company with effect from May 26, 2025 on the following terms and conditions:

1. You are designated as **Placement Associate**.
2. **Remuneration:** Your remuneration details are given in the Annexure attached to this order. You will be eligible for PF and ESI benefits if applicable.
3. Remuneration for the month will be calculated from 1st day of a month to last day of the month and will be paid on the 5th day of the following month.
4. **Leave Applicability:** You will be entitled for leave as per the company's leave policies.
5. This is a high quality service oriented organization and absence without prior information and approval will be viewed seriously. Absence without prior Information (NCNS) for more than 3 (three) days will be treated as automatic resignation (abandoning job on your own accord) and you will not be eligible to re-enter the company. In this event you will be asked to finish the formalities as per exit policies of the company.
6. Performance evaluation will be carried out every month on your assigned responsibilities.
7. **Exit Formalities:** This is a contract for Employment at will in that you (the employee) mutually agree to all the terms and conditions in this order and nothing has been forcefully executed. Either party can terminate the contract by **giving 60 days prior notice or notice pay in lieu of the same**. The Management reserves the right to pay or recover compensation in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. **However, should your termination be due to unauthorized absence from duty, non performance, final quality warning, negative attitude, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court or law or as it may deem fit, the company will not give any notice or notice pay and it reserves the right to withhold the compensation or the Variable Performance Allowance (VPA) based on the production loss company had incurred because of you.**
8. **Performance:** Performance is the first aspect in this company. You have to be always performing at least to the minimum required sales each day, week and month failing which this concern reserves every right to take suitable action against you. Targets assigned are subjected to changes from time to time as per the process updates and will be communicated to you from time to time through your Managers / Leaders. (This is applicable only for employees associated with Production)
9. **Attitude:** Attitude is the second aspect. If a person's attitude to the company is negative; hindering the company's growth, tarnishing the image of the company or engaged in subversive or spying activities which are detrimental to the company's interests, this concern has all the rights to terminate such persons without any notice.



Swetha-L



**Softlogic**
Systems*We Build Your Future*

10. **Responsibility:** You will devote yourself diligently, honestly and consciously the whole of your working time and attention in the discharge of your duties and such other work relating to your role that you may be entrusted with.
11. **Confidentiality:** During your employment or any time thereafter, you will not divulge or make known any information relating to the company or its business or any of its customers or any other information which may come to your knowledge in the course of your employment and you shall in all respects, keep secret all matters relating to production, business and other affairs of the company.
12. **Medical Fitness:** Your appointment is subject to checking your antecedents and your character and conduct being found satisfactory. Your employment with us will be subject to you remaining physically and mentally alert. The declaration of your fitness by registered medical practitioner before employment. The management may send you for medical check up to any medical practitioner at any time during the course of employment. The medical advice of the doctor in this behalf shall be final and binding upon you.
13. You will be covered under the Employees State Insurance Act, 1948 and Employee Provident Fund Act 1952 and will contribute your salary towards the above in terms of the percentage determined by the above authorities from time to time.
14. During your term of employment with the company, you will not engage yourself in any other business or occupation and shall devote your best skills faithfully and diligently to perform your duties.
15. The company reserves the right to alter or modify its working days / hours or to increase them. As and when required by the Company, you shall work beyond the normal working hours and on your weekly off days and holidays. You are governed by the rules and regulations of the company, which are in force or may come in to force from time to time.
16. This order supersedes any and all orders, either oral or written given to you.

Please sign and return the duplicate copy of this letter as a confirmation of acceptance to the terms and conditions. Best wishes for a long, happy and rewarding career with SLS.

For Softlogic Systems Pvt Ltd.,


Human Resource Dept.,

ACKNOWLEDGEMENT

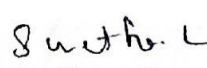
I, Swetha L, agree to the terms and conditions of Softlogic and will abide by the same. In the event of me leaving the Organization without completion of my exit formalities as given in the appointment order, the company reserves full rights to hold my pending salary and reverse it as notice pay.


Employee Signature

Corporate Office : Softlogic Systems Pvt. Ltd, #10, P.T. Rajan Salai, K.K. Nagar, Chennai - 600 078. India
Tel.: +91-44-66024467 / 24851188 / 24891188
www.softlogicsys.in

**Softlogic**
Systems*We Build Your Future*

SOFTLOGIC SYSTEMS PVT LTD	
#10, P.T.Rajan Salai, K.K.Nagar, Chennai - 78, India	
COMPENSATION ANNEXURE	
DESIGNATION	Placement Associate
BASIC ALLOWANCE	9,116
HRA	4,558
VARIABLE PERFORMANCE ALLOWANCE	1,000
SPECIAL ALLOWANCE	1,958
TRANSPORT ALLOWANCE	1,600
MONTHLY CTC	18,231
ANNUAL BENEFITS	14,767
ANNUAL CTC	2,33,539
NOTE: You're strictly advised not to disclose your Compensation details with anyone except Reporting Manager and HR Incharge.	


Manager - Human Resource
Employee Signature

Corporate Office : **Softlogic Systems Pvt. Ltd**, #10, P.T. Rajan Salai, K.K. Nagar, Chennai - 600 078. India
Tel.: +91-44-66024467 / 24851188 / 24891188
www.softlogicsys.in



Elakiya V



Offer Letter

Dear **Elakiya V,**

We are pleased to extend an offer of employment to you for the position of **HR Executive** at BTREE SYSTEMS [OPC] PVT LIMITED. We believe that your skills, expertise and qualification

Position	HR Executive
Start Date	10/07/2025
Salary	Rs. 1,80,000LPA
Working Hours	9AM to 6PM

Please note that as a condition of employment, you will be required to serve a notice period in the event of resignation or termination. The notice period will be 2 Months, during which you will be expected to fulfill your duties and responsibilities to ensure a smooth transition.

Your offer of employment will be subject to the terms and conditions (the "Terms and Conditions") of employment and to satisfactory completion of reference and background checks. This offer letter and the Terms and Conditions together constitute the employment contract between BTREE Systems Pvt.,Ltd., and you.

We believe in fostering a positive and inclusive work environment where all employee's contributions are valued. We are confident that you will thrive in our organization and make significant contributions to our team.

We look forward to welcoming you to the BTREE SYSTEMS team and working together to achieve our goals.



SALARY BREAKUP

Annexures

Salary Components	Amount [Rs.]
Basic	10,000
HRA	2,000
Medical Allowance	1,000
SPL Allowance	500
Other Allowance	1,500
Total Earnings [A]	15,000

TERMS AND CONDITIONS

This Nondisclosure Agreement effective as of 2nd September is entered into by Elakiya V, as a HR Executive of BTREE SYSTEMS PVT., LTD.,

In consideration of BTREE SYSTEMS agreeing to undertake to abide by the terms of this Agreement as set out below:

📌Assignment of Duties: You are employed in the position of a "HR Executive" in accordance with the terms of the job description to be given to you on the Commencement Date. You are required to perform such duties for the COMPANY as may be designated by the COMPANY and which are reasonably consistent with your position, and to devote your whole working time and attention to your duties.

📌Date of Commencement of Employment: Your employment will commence on or before agreed joining date or such other date as may be mutually agreed.

📌Confidential Information: As used in this Agreement, "Confidential Information" means all non- public information disclosed by or relating to BTREE SYSTEMS that is designated as confidential or that, given the nature of the information or the circumstances surrounding its disclosure, reasonably should be considered as confidential.

📌Salary: Your gross annual salary will be as mentioned in the appointment letter and the compensation details are as provided on Annexures for the first year of your Employment. Your salary, subject to such deductions as are required by law and/or agreed between you and the COMPANY, is payable as per the structure shown in the annexures to this agreement.

📌Location of work: Your base location shall be the Registered Office of the Company at Commerce @ BTREE SYSTEMS Plot No: 64, No: 2, 4th E St, Kamaraj Nagar,

S Suriya Kumar



March 21, 2025

Mr S Suriya Kumar
31/12, V V Kall Lane,
Choolai, Chennai – 600 112

Dear **Suriya,**

Let me begin by saying that we are delighted to make an offer of employment and make you a member of our exciting team. We provide opportunities, career development and advancement.

We are pleased to offer you a position and designate you as **"Executive – Talent Acquisition"** with effect from **21-April-2025**. You will be on probation for a period of six months from your date of joining.

We request you to bring the following documents at the time of joining:

- 4 Passport Size Color Photographs
- Relieving Order
- Photocopy of all Education Certificates
- Photocopy of address proof document. (Passport / Driving license / Voter's ID / Ration card etc.)
- Original Degree Certificate
- Aadhar Card

Upon clearing BG check you will be provided with the detailed appointment letter.

Your compensation details are enumerated in Annexure A, and you will be governed by the terms and conditions as detailed in Annexure B.

Should you have any questions regarding this offer, please contact us as soon as possible.

You are requested to acknowledge of having accepted the offer with the terms and conditions in Annexure A and Annexure B. We welcome you on board and look forward to a mutually beneficial long-term association with you.

Please Note: This Offer letter will stand valid only upon your positive clearance of background check and EIT Professionals India Private Ltd will not be responsible for any legal or financial implications upon your BGC failure.

Best Wishes,
For EIT Professionals India Pvt Ltd

Name: S Suriya Kumar

P BARATHI

 Digitally signed by P BARATHI



Date: 2025.08.20 17:24:26 +05'30'

Barathi P
Head – HR & Admin

Signature:
DOI:

Annexure – A

Mr. S Suriya Kumar

The breakup of your compensation package will be as follows:

S No	CTC Break up	Monthly	Annual
1	Basic	13,920.00	167,040.00
2	House Rent Allowance	5,568.00	66,816.00
3	Conveyance	1,600.00	19,200.00
4	Medical Allowance	1,250.00	15,000.00
5	Telephone Allowance	800.00	9,600.00
6	Education Allowance	62.00	744.00
7	Company's Contribution to PF	1,800.00	21,600.00
TOTAL		25,000.00	300,000.00

***Tax at Source will be deducted as per the policy.

For E-IT Professionals India Private Limited P

BARATHI 
Digitally signed by P BARATHI DN: cn=P BARATHI

2025.08.20 17:24:43 +05'30'

Barathi P
Head – HR & Admin

Name: S Suriya Kumar
Signature:

Annexure B

Employee Agreement



Selshia Juliet S



CubeSimple Private Limited

1st Floor, Tidel Park

Taramani, Chennai

www.cubesimple.com

21st May, 2025
20

Chennai

Dear **Selshia Juliet S,**

With reference to our discussions that we had with you, we are pleased to confirm our offer of employment to you as **Analyst Trainee - Recruitment** in CubeSimple Private Limited (the Company), **specialized in Salesforce & ServiceNow implementations**, starting on or before **21st May, 2025** as per the details found in this letter.

For Six months, you will be in probation period. Apart from on-job training, no additional training will be provided by the company. On completion of the certification, you will be absorbed as a regular employee.

At CubeSimple Private Limited, one of our goals is to afford all our employees the opportunity to pursue their career, to achieve their personal best and to balance their personal and professional goals. We value abilities and believe you will find the work environment to be challenging and of course fulfilling.

Location

Your place of posting, initially, will be at 1st Floor, Tidel Park, Rajiv Gandhi Salai, Taramani, Chennai – 600113.

Compensation

Your annual total compensation will be **Rs. 3,00,000/-** (Three Lakhs Only). The break-up of the annual compensation is presented in **Annexure A**.

Personal Taxes

Salary and other perquisites / benefits are subject to taxes, as applicable.

Office Hours

The working day shall comprise of 8 (Eight) working hours and a lunch break for 1 (One) hour. This is applicable during the probation period and post probation period as well. The 8 hours can be continuous or non-continuous based on the business demands.

India

1st Floor, Tidel Park

Taramani, Chennai

www.cubesimple.com

USA

8751 Collins McKinney,

TX - 75070

Announcement

**SAINT JOHN'S
EDUCATIONAL TRUST**

#2, Second Cross Street, Customs Colony, Besant Nagar, Chennai - 90. Tel: 044-24917411 / 24913215

Late Rt. Rev. Dr. G. Rajakumar, Founder Chairman. | Late Smt. Sakuntala Rajakumar, Co-Founder

17.06.2025

To

Ms. AMANDA MARIA EDMONDS

Madam,

Sub : **ORDER OF APPOINTMENT**

Ref : Your Application and Personal Interview.

- ❖ With reference to your application cited above and in continuation to your personal interview with the selection committee, you are hereby informed that your application is favourably considered and you have been selected and duly appointed on temporary basis as an **FRONT OFFICE SECRETARY** for 2025 - 2026 with effect from 18.06.2025 ending 30.04.2026.
- ❖ You will be on probation / temporary appointment for one year from the date of joining duty. The period of probation / temporary appointment may be extended by a further period of one year and your service during probation / temporary appointment can be terminated without assigning any reason.
- ❖ For any reason, you opt to leave the institution during the period of probation / temporary appointment, you are required to produce one month's advance notice, failing which you need to surrender one month's salary.
- ❖ After completing the probation and after you are made permanent, your service is liable to be terminated by an order of termination simplicities with or without assigning any reason and you will be given three months notice or salary in lieu of three months notice.
- ❖ Only when your valid original certificates related to your post has been submitted your appointment will be confirmed.
- ❖ **YOU ARE POSTED AT**
Name of the Institution : **St. John's English School & Junior College**
Address : **2nd Cross Street, Besant Nagar, Chennai – 90.**



Office Seal

MRS. ANITHA EDISON
Trustee – S.J.E.T &
Correspondent – St. John's

MOHAMMED MUJTABA T

Fw: Offer of Employment at VIP Housing & Properties

Yuvarani hr

24/5/25 ★ ⋮

To: Me and 1 more ▾

Dear Mr. Mohammed Mujtaba .T,

Congratulations!

We are excited to inform you that, we would like to extend an offer to join our team at VIP Housing & Properties sister company Capital Estates as a Tele Caller

After careful consideration, we believe that your skills and experience will be a tremendous asset to our company. We were impressed with your Profile.

Details of your employment offer are as follows:

- **Position - Telecaller Executive**
- **Joining Date - Mon, 2nd June 2025**
- **Reporting Manager - Ms. Devadarshini - TL**
- **Salary - 2,40,000/- (Per Annum)**

If you have any questions or need any further information. We would appreciate your response.

We are excited about the possibility of you joining our team and contributing to our shared success.

—

Best Regards,
YUVARANI
HR Executive
VIP Housina & Properties

PRADEEP RAJA S

 Integrated Facility Management
4S Homecare
Property Management
Consulting & Projects

OFFER CUM APPOINTMENT LETTER

21-06-2025

Name : Pradeep Raja S
Age: 21
Mob No: 93441 54640
Email Id: rajapradeep372@gmail.com
Father Name: Sasikumar
Address: No. 23, Canal Bank Road, Indira Nagar, Adyar, Chennai – 600020,

Dear Pradeep Raja S

Greetings From 4s!

With reference to your application and subsequent interview you had with us for position contemplated, we are delighted to offer you a position as a **Associate-Admin Executive** with 4S **INTEGRATED FACILITY MANAGEMENT SERVICES** ('Firm') in the grade of **JM-1**, based on the following terms and conditions:

1. Job Title

You shall be designated as **Associate-Admin Executive**.

The designation is for reference only and does not entitle you to any benefit other than or as has been specified in this letter or intimated to you in writing in respect thereof. The Firm retains the right at all times to change, modify, amend the titles or designation or to rearrange the structure, which may impact the above fact.

2. Date of Joining

Your date of joining is **19-06-2025**

The same may be revised inter alia basis the Firm's policies and requirements and subject to the terms of this letter.

4S Integrated Facility Management Services
5, Agathiyar Street, Delvasigamani Nagar, Pallikaranai, Chennai - 600 100.
Phone : 95001 95009 email : admin@4sifms.in www.4sifms.in

RAGHUL R

DocuSign Envelope ID: 45F08FFF-7746-49D0-A06C-47C8CD12A78A

**PRIVATE AND CONFIDENTIAL**

23/09/2025

Raghul R,

Offer Letter with Terms and Conditions**Issued by:** SHS Private Limited

Dear Raghul R,

This has reference to your application for employment opening in the Company and subsequent interviews conducted by us, we are pleased to offer you the position and designation specified in **Annexure A** (Detail of Monthly and Annual Cost to the Company), on the following terms and conditions:

1. Date of Commencement and Probation

You have to report for joining the Company no later than **24/09/2025** or else this Offer Letter shall stand automatically cancelled without any liability upon the Company. You shall inform us in reasonable advance in case you are unable to join on the date due to some reasonable cause and we shall, at our sole discretion, decide to extend your date of joining or cancel the offer. Joining Date will be the date of commencement of your employment in Company. On the Joining Date, you shall report to the Site Business HR/ Recruitment Team in the Company office mentioned in **Annexure A** (Detail of Monthly and Annual Cost to the Company), or virtually, as may be communicated to you.

You will be on probation for a period of 6 months, (Probation period), and on completion of the Probation period, your services will be deemed to be confirmed automatically unless informed otherwise in writing.

2. Location / Transferability

You will work from Company office at **Chennai** ("Work Location") specified in Annexure A (Detail of Monthly and Annual Cost to the Company). However, Company may ask or allow you to work remotely (that is from your place of residence) within the city of Work Location. At the discretion of the Company, you may be allowed to move to another city within India. However, the Company shall have the right to ask you to return to the Work Location at any time. While

RATHISH KUMAR RAMESH



Contract preview

مشاهدة العقد

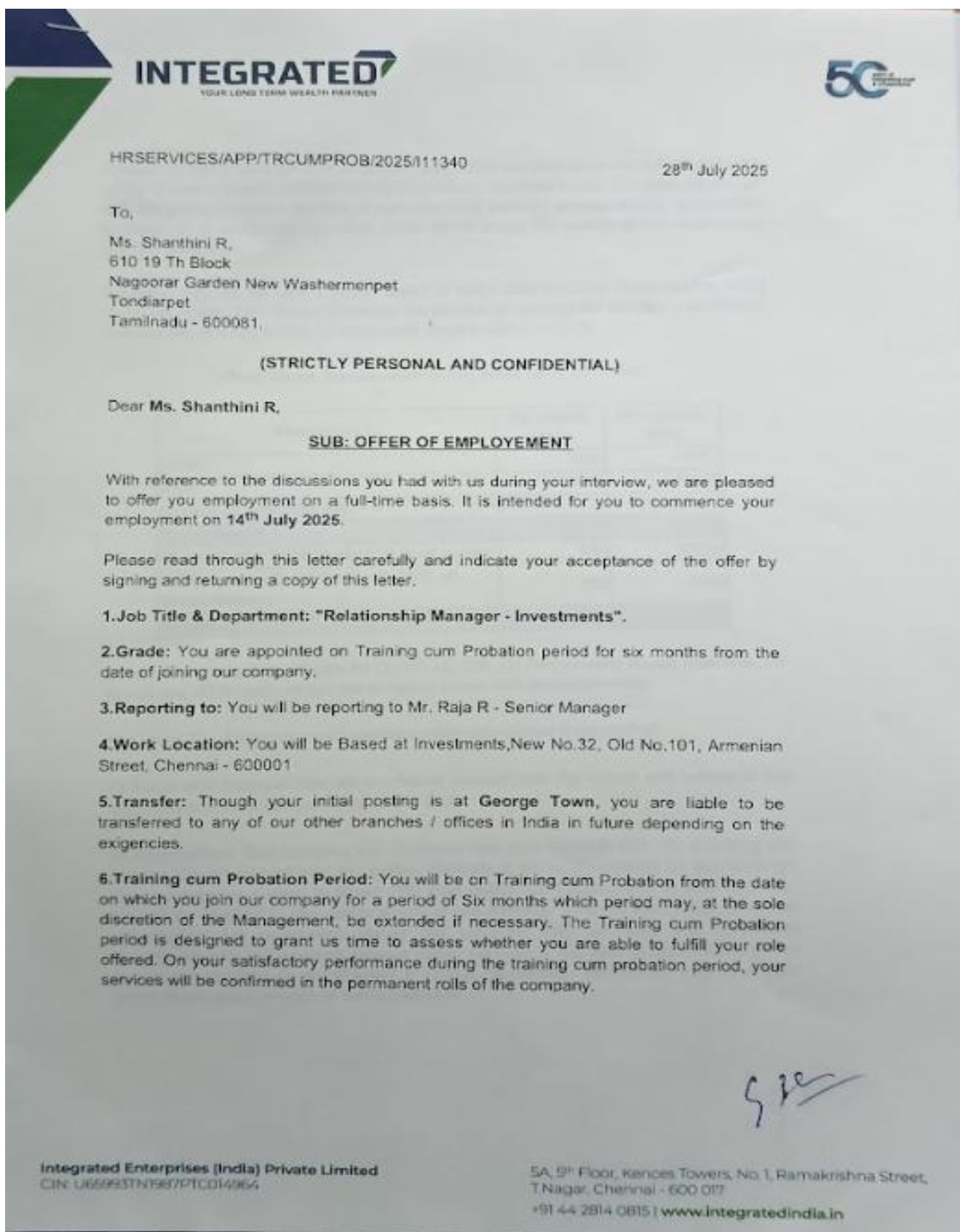
UNITED ARAB EMIRATES
MINISTRY OF HUMAN RESOURCES
& EMIRATISATION

الإمارات العربية المتحدة
وزارة الموارد البشرية
والتوطين

Transaction Number	ST262394587AE	ST262394587AE	رقم المعاملة
Article (3) (Salary Details)		المادة الثالثة (تفاصيل الأجر)	
Parties hereto agree that the Second Party shall work for the First Party in return for a Monthly Wage salary of AED 10000 (One thousand) four's salary includes:		اتفق الطرفان على أن يعمل الطرف الثاني لدى الطرف الأول مقابل : أجر شهري مقداره 10000 درهم إماراتي ويشمل:	
Basic Salary: 1000 AED	Total Salary: 1000 AED	الراتب الأساسي: 1000 درهم إماراتي	الراتب الإجمالي: 1000 درهم إماراتي
Transport Allowance: FIRST PARTY		بدل المواصلات: بالطرف الأول	
Article (4) (Additional Terms)		المادة الرابعة (الشروط الإضافية)	
1. The Second Party shall be committed not to work in the same competing business of the First Party in UAE for the period of One Year if the employee has terminated the employment contract or if their employment contract had expired without prejudice to the First Party's legal or contractual obligations.		1. يتعهد الطرف الثاني بعدم العمل في ذات المجال التجاري للطرف الأول في الإمارات لمدة سنة واحدة في حال قيامه بإنهاء عقد العمل أو انتهاء مدته دون إخلال من الطرف الأول بآرائه القانونية أو التعاقدية.	
2. The Second Party shall be obliged to pay back the value of the training (which is estimated at an amount of 15000 AED) when they terminate the employment contract based on their own free will (within One Year) from the date of commencement of their contract, without prejudice to the First Party's legal or contractual obligations. (the amount agreed on for the value of the training period must be commensurate with the employment period of the employee).		2. يتعهد الطرف الثاني بدفع قيمة التدريب (والتي تقدر بـ 15000 درهم) عند قيامه بإنهاء عقد العمل بقراره الشخصي (خلال مدة سنة واحدة) من تاريخ بداية التعاقد دون إخلال من الطرف الأول بالتزاماته التعاقدية أو القانونية. يجب أن يتناسب قيمة المبلغ المتفق عليه مع فترة التدريب مع السنة التي قضاهما العامل في العمل.	
Any condition that violates the provisions of Decree-Law No. 33 of 2021 concerning the regulation of labour relations and the executive regulations and the relevant decisions in force in respect thereof shall be null and void.		يعد أي شرط يخالف أحكام المرسوم بقانون رقم 33 لسنة 2021 بشأن تنظيم علاقات العمل والاتفاقيات التعاقدية والتشريعات ذات العلاقة المعمول به في شأنه والتشريعات ذات العلاقة المعمول به في شأنه.	
Article (5) (Declarations)		المادة الخامسة (الإقرارات)	
1. The parties hereto acknowledged that they had thoroughly reviewed and agreed to the articles stipulated herein which forms an integral part of the Employment Contract. This contract is executed in two original counterparts duly signed by both Parties.		1. أقر الطرفان بايضا انهما اطلعا ووافقا على بنود عرض العمل وباعتباره جزء لا يتجزأ من عقد العمل. وصرح هذا العقد من مستحقين. بعد أن تم توقيعهما من الطرفين.	
2. The provisions of Federal Decree-Law No. 33 of 2021 concerning the regulation of labour relations And its Executive Regulations and decisions implemented shall apply.		2. تطبق أحكام المرسوم بقانون رقم 33 لسنة 2021 بشأن تنظيم علاقات العمل ولاتحته التنفيذية والقرارات الكفيلة له في شأن ما لم يرد فيه نص في هذا العرض.	

Document Signed Electronically					
المستند موقع إلكترونياً					
Ministry approval	اعتماد الوزارة	Second Party's Signature	توقيع الطرف الثاني	First Party's Signature	توقيع الطرف الأول
		RATHISH KUMAR RAMESH RAMESH	رانيش كومار راميش راميش	NOURA THANI ALJEN GHANER ALMHEIRI	نورمة ثاني بن خليفة المهيري
					

Shantini R



SRIKANTH



Date: 25-Feb-26

Mr Srikanth,

No 8, Mosque Street , Po: Royapuram
Chennai - 600013,
Tamil Nadu, India

Dear Mr Srikanth,

We are pleased to offer you an appointment in our Organization on the following terms and conditions. We would appreciate your joining at the earliest, but in any case on or before **01-Jun-26**.

Grade Title : Junior Officer

Grade : CG 2

Your Role : DEALER COUNTER EXECUTIVE

Business : Vehicle Finance

Location : Tiruvottiyur

Compensation

Your total remuneration for your services will be **Rs.2,43,105.00** per annum. Refer Annexure for the details of your compensation structure. Please note that matters relating to remuneration are strictly personal and confidential between you and the Company and should be treated as such. Further, the Company reserves the right to change, modify or alter the compensation structure and other Terms of Service, as may be communicated to you from time to time

In addition to your monthly remuneration you may have incentives, if any, applicable to you based on your achieving of targets, as per the scheme designed in this regard from time to time.

Statutory Bonus - Will be paid to eligible employees as per the provision of Payment of Bonus Act, 1965, amended time to time.

1. You would be eligible for leave as per the policies of the Company.
2. You are liable to be transferred to any other Branch/ Location of the Company, in India as and when required by the company.
3. As a full time employee of the Company, you are required to devote your full time, attention and efforts to the furtherance of business of the Company and to continuously develop your professional skills in your own and the company's mutual interest. You shall not, during your employment with the Company, directly or indirectly engage yourself, or devote any time to any part time employment, with or without any remuneration, unless it has the prior approval of the management in writing. You shall not disclose confidential information, database, company documents, etc., that you come across in the course of your responsibilities to anyone outside. You shall use such information only in connection with your employment. You shall not remove any documents or materials of the Company without prior consent and knowledge of your Superiors.
4. This appointment is based on the information furnished by you to us in your application for employment/personal data form. If any material has been suppressed by you or you have indulged in suppression of facts or the information furnished by you found to be false and such false information is known to the Management after your appointment, if any, your appointment shall be liable for termination without notice.
5. Notwithstanding anything to the contrary contained earlier, this agreement can be terminated by giving:
 - a. One months notice or with one month salary in lieu of notice, by either party

Chola Business Services Limited

"Chola Crest", C54-55 & Super B-4, Thiru-Vi-Ka Industrial Estate,
Guindy, Chennai - 600032. Tel.: 044 4090 7172 | Fax: 044 4090 6464
Toll-Free No.: 1800 102 4565 | Website: www.cholamandalam.com
CIN: U72300TN2004PLC054887 | GST: 33AACCC5400D12H

An Associate of
Cholamandalam Investment
and Finance Company Limited

STEPHEN FLEMING M

APPOINTMENT LETTER

27 | January | 2026

Mr. M Stephen Fleming
S/O Manish
C Block 2 New Police Quarters No 6/202
Kutchery Road, Mylapore Chennai
Tamilnadu – 600004

Dear Stephen Fleming,

We are glad to offer you a position as “Global Career Consultant” with Y-Axis Solutions Pvt. Ltd on the following terms:

Work Location
Teynampet, Chennai

START DATE
27 | January | 2026

SALARY PACKAGE

The Annual Compensation will be Rs. 3,36,000/- with a gross salary of Rs. 28,000/- (Twenty Eight Thousand Only) per month plus commissions.

Note: Your take home salary will differ as statutory deductions would be applicable as per Govt. Norms.

INCENTIVES

Incentives, if applicable will be payable from day one.

HOLIDAYS

Standard Government Holidays will apply.

Please confirm your acceptance by signing below.

Best Wishes,


Xavier Augustin
Founder & CEO

Accepted _____
M Stephen Fleming

This Offer is valid subject to Reference Check

Jerin



Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20256889015/Chennai/BPS/BTN
Date: 20/10/2025

Mr. Jerin P
45/5
Sathangadu
Kaladipet
Chennai-600019
Chennai
Tel# -

Dear Mr. Jerin P,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **13,410/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



Harish Kumar R N

AARTHI SCANS PRIVATE LIMITED				
No: 60, 100 Feet Rd, Vadapalani TamilNadu, India - 600026				
Payslip For The Month - Feb-2026				
Code	: EC01555		Name	: Harish Kumar R N
Cost Centre	: Vadapalani - Corp		Designation	: Assistant - Credit
Account Number	: 69420100004017			
Total Payable days	: 25		Present days	:24
Details	Gross Pay(Rs.)	Earned Pay(Rs.)	Deduction	Deduction Amount(Rs.)
Consolidated Pay	12000	11520	Mess	0
Other Earnings		0	Caution Deposit	0
			Advance	0
			Uniform	0
			Other Deduction	1500
			Due	0
Total	12000	11520	Total	1500
Net Pay Rs. 10020(Ten Thousand and Twenty only)				
"This is a computer generated payslip. Hence signature is not required"				



Catherin K



Keerthivasan



RABART RAHUL



RAMKISHORE E



Kaviyan R



Date : 16 Mar 2026
Offer No : GS106/1535

Dear KAVIYAN R,

Welcome to Quess! Thank you for getting connected with us.

Quess is the largest staffing company in India with nearly 4 Lakh + associates. We have operations all across the country, and we partner with more than 1,000 companies to provide employment. Besides India, we operate in 10 countries worldwide.

There are many advantages of associating with Quess:

1. Access to multiple organizations across India for jobs
2. Formal employment with provident fund, medical support - Quess is a fully compliant organization.
3. Full transparency through our Hamara HR App, all documents including salary slips, offer letter and medical cards are provided via the App. A helpline is available to support you.
4. Financial support and other benefits through our Hamara HR App where you can take loans and get access to products and Services at discounted prices.

Formal employment through Quess is an excellent step to build a long term and successful career. Many associates have worked with us over years, and have had a steady and sustainable growth.

We will be reaching out to you very soon to formalize this association. Please do stay connected. We look forward to a long term association, and welcoming you to be a part of the Quess family.

Wishing you all the best for a successful career with Quess.

With warm regards,

For QUESS Corp Limited,



Nitin Dave
CEO Staffing



Validate offer letter here

QUESS Corp Limited
Quess Tower, Sky Walk Avenue, 32/4, Haver Road, Bommasaiah, Bengaluru, Karnataka - 560068
<http://www.quesscorp.com> | Toll Free No: 1800-572-3333

Offer No: GS106/1535
page-01



Abel V T



Date: 25/06/2025
POL/SGS/June/2025

Dear Abel VT,

Provisional Offer of Employment for Fixed term Contract

We are pleased to offer you employment in our organization as Associate CS Internet, your services are being deputed to **Sutherland Global Services Private Limited** on the following terms and conditions:

- Your employment will be valid from **25/06/2025**

Your Net Take hand will be **INR 14,200.**

- Your employment is subject to:
 - a. Proof of your educational certificates, Age Proof and Passport size photographs.
 - b. You have to fill joining Form, Applicant Profile form and PF Nomination form etc. and arrange to submit it on or before joining.
- Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. An appointment letter would be issued to you on your accepting this provisional offer.
- The contract shall be terminable by either party giving 30 days' notice in writing or salary in lieu of notice, to the other.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the provisional offer, a detailed appointment letter would be sent to you once you fulfill our employment conditions and join duty.

Wishing you the very best!
Yours truly,

For Ciel HR Services Ltd.

Aditya Narayan Mishra
CEO

(Acceptance Signature and Date)

CIEL HR Services Limited

Regd Off: 3rd Floor, 'Ambie Side', No.8, KKK Road, Nungambakkam, Chennai -600006
Tel: +91-44-4910 9999 E-mail: info@cielhr.com Web: www.cielhr.com (CIN No: U74140TN2010PTC077095)

Honest Raj



10-Nov-2025

Mr.Honest Raj R
No.49,Bangar Street,
Royapettah Tamilnadu,
Chennai-600014.

Dear **Honest Raj R,**

Welcome to Lumina Datamatics! We're proud to be one of the top five service providers in the eContent and eCommerce space globally, with operations spanning India, Europe, and the USA. Our commitment to excellence has made us a trusted partner for many Fortune 500 companies in the Publishing and Retail sectors, as we work together to meet their content, technology, and commerce needs.

At Lumina Datamatics, we believe that quality isn't just a goal – it is an ongoing journey. Every Datamatician of our team plays a vital role in this process. We invite you to join us on this exciting journey toward excellence!

This is in continuation to your application and the subsequent selection process held by us, we are pleased to offer you 15 Months Apprenticeship training subject to the terms and conditions set forth hereunder.

Terms and conditions:

You shall be an "Apprentice" under Apprentice Act & will be covered under National Apprenticeship Promotion Scheme (NAPS).

Your training period will be 15 months which commences on **10-Nov-2025** and ends on **10-Feb-2027**.

You will be paid a consolidated stipend of **Rs. 10000/-** per month.

You are required to execute an apprenticeship contract before you join as an apprentice in our organization.

During your apprenticeship, you will be governed by the Apprenticeship Act, 1961 and by the rules and regulations of the company.

During the training period, you will not be entitled to any other allowance or benefits applicable to the employees of the Company.

During the training period, you will be covered under the Company's Health Insurance Scheme.

During the period of apprenticeship, you shall be imparted training on the job and in addition, given theoretical classes. You shall learn the trade conscientiously and diligently and endeavor to qualify yourself before the expiry of your training period.

If the Company provides any special payments upon your joining, such as signing bonus, joining bonus, notice period compensation from a previous employer, relocation expenses, or reimbursement for accrued benefits or service obligations at the previous employment; all these payments will be fully recoverable if you leave the Company within 12 months of commencement of your employment with the Company.

You shall not enter into any contract or apprenticeship either directly or indirectly in any business or activity in any capacity with any other company before the expiry of this contract of apprenticeship.

Lumina Datamatics Limited

Regd. Office: Unit No. 117-120, SDF IV, SEEPZ-SEZ, Andheri (East), Mumbai – 400 096, Maharashtra, India.
CIN: U22220MH2007PLC322853

luminadatamatics.com

Asia | Europe | North America



Quantis
Innovative
Application of AI
in Cyber Security
(Publishing)
Award 2025



ISO's Certificate
of Appreciation
for Corporate
Performance 7674



AICTE
Milestone Mark
Recognition 2024

TO STRIVE

Dharaneshwaran



Name : Dharaneshwaran A

Emp ID: W2184

Location: Chennai

Dear Dharaneshwaran,

Sub Offer Letter

On behalf of the organization, I am pleased to appoint you in the position of **Trainee**

Your employment commences with effect from **02nd June 2025**. The terms and conditions of your employment with the Company shall be as follows:

1	Designation & Duties	We are pleased to offer you the position of Trainee at FundsIndia. You shall perform such duties and observe and conform to such directions as may be assigned or communicated to you by the Company or such officers who are placed in authority over you. You will also be responsible for control and supervision of the employees working under you, if any. The Company will be within its rights to allot you additional jobs within your department or any other department.
2	Compensation and Benefits	You will be paid a salary of Rs. 3,00,000/- (Rupees Three Lakhs only) per annum on a cost to company basis and post TDS and other deductions as per norms, according to the policies applicable for your level and position. You will also be eligible for the benefits of leave and Provident Fund and Gratuity, when applicable and as per the rules of the Company in force from time to time, subject to variations and amendments from time to time, by the Company.
3	Probation / Notice period	You will be on probation for the first six months from your joining date. During Probation your notice period is 15 days and after probation its 1 month. Notwithstanding anything contained herein, your services can be terminated by giving one month's notice on either side or one month's salary in lieu thereof. Employees currently serving their probationary period are advised to refrain from taking leaves. Under circumstances where it is unavoidable, the same has to be compensated from their holiday(s) (Comp-Off) or due deduction from their monthly salary will be applicable. In addition to all the rights of the Company provided for in this agreement and under law, the Company may terminate your employment with the Company forthwith in circumstances including and not limited to the following, without any notice: a) Breach by you on any of the terms of this employment agreement b) Unauthorized absence beyond a period of 5 consecutive days (including overstay on leave / training) c) Inability to perform your duties beyond a period of 60 days, whether on medical or any other grounds. Continued discharge of work functions, which do not meet the standards reasonably expected by the Company from you; d) Physical or mental incapacitation to perform your duties e) Any misrepresentation by you to the company, whether orally or in written and whether expressly or by conduct, and whether at the time of appointment or prior thereto or subsequent thereto f) Commission of any act detrimental to the interests of the Company g) Commission of any act of moral turpitude h) Major misconduct i) Commission of any act of insolvency Conviction in any court of law for commission of any crime.
4	Retirement	You will retire on attaining the age of 60 years or such other retirement age, as prescribed by the Company, from time to time.

+91 44 43443100

contact@fundsindia.com

www.fundsindia.com

Wealth India Financial Services Pvt Ltd.

3rd Floor, INDIQUE Wave, 43B/1, T.R. Sundaram Avenue,
Anna Salai, Chennai 600006.

CIN Number: U67120TN2008PTC069572



Balaji K



21-02-26
FY26126179

Balaji K

Dear Balaji K,

Further to our offer and your acceptance thereof, we have pleasure in appointing you as **Executive Business Development** at our **Chennai 01** office effective **24-02-26**.

Deputation: you are deputed to the "Client" under this Contract. The terms of employment are exclusively with NetAmbit ValueFirst Pvt. Ltd., the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from 24-02-26 be deputed by NetAmbit, to work at client's office / premises at any of their locations.

- 1. Employment Terms:** You are being appointed as a full-time employee at NetAmbit ValueFirst Services Pvt. Ltd. on a piece rate basis, for the Company at the compensation rate provided in Annexure I. The terms "touchpoints" and "pieces" are used interchangeably in this letter of appointment and mean the same for the purpose of this letter. While your compensation and performance evaluation will be linked to specific deliverables, your engagement shall continue to be governed by the terms applicable to full-time employment at the company. You will be entitled to applicable statutory benefits and shall remain subject to the Company's employment policies, code of conduct, and other rules and regulations, as amended from time to time. You are expected to work as necessary to meet your goals as assigned. Any reasonable and unavoidable failure to achieve your goals or deviation from expected goals may be considered by the company as an exemption, only in exceptional cases, subject to prior written approval from the Company, depending on the facts and circumstances of each case. You may also be required to attend duties on Public Holidays as per the exigencies of work and as permissible under applicable law.
- 2. Estimated Compensation:** While your engagement is on a piece rate basis and your earnings are subject to the meeting of prescribed touch points per day, your annual indicative Cost to Company will be INR 400164, under the current piece rate employment model. The details of your compensation structure are provided in Annexure I & II.

Note: The above components are subject to statutory deductions (e.g., Provident Fund, Professional Tax, Income Tax) as per applicable laws and Company policies. Any tax liability arising out of allowances, perquisites, and reimbursements will be borne by the employee.



Abishek



www.agshealth.com

OffLET3050210Dec-2025-CH

December 18, 2025

Abishek J

Chennai

Offer Letter

Dear **Abishek**,

Congratulations! we are pleased to offer you the position of **Trainee - Process Associate** at AGS Health Private Limited.

Your annual cost to company (CTC) would be **INR.205,836**. In addition to this, you will also be eligible for a performance based incentive up to **INR.102,000 per annum**, to be paid as per the Company's incentive policy, after your successful completion of On the Job Training (OJT) which will vary from process to process. Annexure A contains the break-up of your compensation package.

Your base location will be at **Chennai**. You will be required to work in any of our office locations and such locations are subject to change at the discretion of the company. Further, you agree and understand that depending on the business requirements of the company, you may be asked to change your project/process and you may be asked to work in different shift timings.

We request you to join us on or before **December 18, 2025**. Please note that this appointment is subject to satisfactory achievement of training requirements as mentioned in Annexure B and completion of background verification and other joining formalities.

You would be provided with an appointment letter along with the Terms and Conditions of Employment upon your joining. We look forward to you joining us.

AGS Health treats Information Security Compliance with paramount importance. As a candidate seeking employment with AGS Health, it is imperative that you adhere to the Information Security policy guidelines in vogue. You would be briefed about the guidelines at the time of joining.

Please do not hesitate to call us for any information you may need. Please sign the duplicate of this offer letter as your acceptance and forward the same to us.

To confirm your acceptance of our offer, please sign below and send us a scanned copy of the signed offer letter. This offer letter is valid till .

Sincerely,

Srujana Paara

Executive Director - Talent Acquisition

Acceptance of Invite:

I accept the terms and conditions of this offer letter and the attached annexures, and agree to be legally bound by the same.

Signature:

Date:

1. The compensation matrix may differ as per prevailing market indices of the base location (i.e. where you will be based out of and will work for AGS Health).
2. At the time of joining, please bring all the documents as mentioned in the Joining Checklist (Annexure B).

Rithick Roshan



Samson Nial



Jai Akash



