



# ADITYA ENGINEERING COLLEGE

An Autonomous Institution

Approved by AICTE • Permanently Affiliated to JNTUK • Accredited by NAAC with 'A' Grade

Recognised by UGC under sections 2(f) and 12(B) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

## 5.2.1 Sample Placement Offer Letters

Academic Year 2019-20

S. No.	Roll Number	Name of the Student	Name of the Employer	Page Number
1	16A91A0494	Majji Hemasri Venkata Narasimhamurthy	Divami	1 - 3
2	16A91A0530	Manikanta Manchiganti	Divami	4 - 6
3	16A91A04A6	Rajyalakshmi Siva Perabattula	Divami	7 - 9
4	16A91A04I1	Vikhitha Akkina	Divami	10 - 12
5	16A91A0436	Sai Kalyan Marthi	Efftronics	13 - 14
6	16A91A04K0	Anjani Poorna Kancherla	Efftronics	15 - 17
7	17A91F0031	Miriyala Sai Swarupa	Efftronics	18 - 19
8	16A91A0509	Duddupudi Siva Naga Swathi	GGK Tech	20
9	16A91A0211	Geddam Pavani Kumari	Hi-Tech Arai (JKM HR) Limited	21
10	16A91A0220	Magapu Uma Maheswari	Hi-Tech Arai (JKM HR) Limited	22
11	16A91A0226	Dandamudi Sumasri	Hi-Tech Arai (JKM HR) L	23
12	16A91A0232	Rayavarapu Jhansi Ishwarya	Hi-Tech Arai (JKM HR) L	24
13	16A91A0233	Saka Srilakshmi	Hi-Tech Arai (JKM HR) L	25
14	16A91A0248	Gogu Durga Lahari	Hi-Tech Arai (JKM HR) L	26
15	16A91A0254	Metla Dhana Asha Satya Mou	Hi-Tech Arai (JKM HR) L	27
16	17A95A0233	Kunche Meena	Hi-Tech Arai (JKM HR) L	28
17	17A95A0243	Paramalla Bhuvana Sai	Hi-Tech Arai (JKM HR) L	29
18	16A91A03A2	Chintamnidi Ramya	Hi-Tech Arai (JKM HR) L	30

S. No.	Roll Number	Name of the Student	Name of the Employer	Page Number
19	16A91A03B1	Geddani Nivya	Hi-Tech Arai (JKM HR) L	31
20	16A91A0203	Bhargava Devi Visweswari	Hi-Tech Arai (JKM HR) L	32
21	16A91A0435	Mamidisetty Ambica Prasad	Hexaware Technologies	33
22	16A91A0213	Indana Sri Krishna Priya	Hi-Tech Arai (JKM HR) L	34
23	16A91A0244	Avasarala Sri Ramya Nihaarika	Hexaware Technologies	35
24	16A91A1208	Chandrika Mallipudi	Hexaware Technologies	36
25	16A91A0539	Thanuja Pedapudi	Hexaware Technologies	37
26	16A91A0515	Garikipati Sai Prathyusha	Hexaware Technologies	38
27	16A91A0580	Swathi Priyanka Karri	Keka Technologies	39 - 40
28	16A91A0589	Purushotam Kumar Sah	Keka Technologies	41
29	16A91A05A0	Chakradhar Peddi	Keka Technologies	42
30	16A91A0455	Tekumudi Venkata Praveen	LTI	43 - 45
31	16A91A05D4	Hema Ganiseti	LTI	46 - 48
32	16A91A1224	Lalitha Kameswari Jandhyala	LTI	49 - 52
33	16A91A0148	Vinnakota Raghu Bhaskar	Robo Group	53
34	16A91A0163	Eeta Sairam	Robo Group	54
35	16A91A0182	Munaga Sai Prudhvi	Robo Group	55
36	16A91A0524	Kotinadam Parnika	Savantis Solutions	56
37	16A91A0412	Bhamidipati Sri Haripriya	Savantis Solutions	57
38	16A91A0414	Gunnam Satya Sai Veera Siva	Savantis Solutions	58
39	16A91A04K6	Kotha Akhila	Savantis Solutions	59
40	16A91A04M0	Vadrevu Lakshmi Prasad	Savantis Solutions	60

S. No.	Roll Number	Name of the Student	Name of the Employer	Page Number
41	16A91A1207	Boda Mahalakshmi Sri Kavya	Savantis Solutions	61
42	16A91A05A8	Seeram Vasantha Lakshmi	Talentio	62 - 63
43	16A91A0420	V V K R D S Kakkirala	Tcs NQT	64 - 66
44	16A91A0492	Priyanka Kusumanchi	Tcs NQT	67 - 69
45	16A91A04B5	Deepak Talari	Tcs NQT	70 - 72
46	16A91A1225	Akshitha Koppaka	T-Systems	73 - 74
47	16A91A05D9	Gummalla Harshitha	Valuelabs	75
48	16A91A0487	Kanda Divya	Web Synergies	76
49	16A91A0454	Hyndavi Sunkari	ZENQ	77 - 78
50	16A91A0542	Rainee Jain	ZENQ	79

# Offer of Employment

## UX Engineer

Majji Hema Sri Venkata Narasimha Murthy, 44-14-14/1, Annapurnampeta Thota Veedhi, Ramalayam Street, Near Thadithota, Rajahmundry, A.P- 533101

Dear Narasimha,

Following your interview with us, we are pleased to offer you the position of "UX Engineer" in Divami Design Labs Pvt. Ltd., subject to your acceptance of the terms and conditions contained herein.

## Compensation

We are pleased to offer you an annual compensation of **3.2 Lakhs per annum** (Three Lakhs and twenty thousand Only) paid in monthly installments. The detailed breakup of the compensation is available in the Annexure.

## Prerequisite

You have to bring 3 copies of your latest passport size colour photographs, and the originals and one set of copies of all certificates on the joining date. Your appointment will be subject to verification of your certificates against the information provided by you in your resume and during the interview.

## Place of work

You will report into our office at 3<sup>rd</sup> floor, #301, Vasista Bhavan, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad - 500032 on or before 19th August, 2019 at 9.30 AM. Your initial place of work would be at the above mentioned office and we may also depute you to any work, or assign your services to any of our existing or future affiliates, clients or associates.

## Internship Period

You will join us as an intern on/before 19th August, 2019. During the period of your internship, a stipend of Rs.12,500/- will be paid on a monthly basis to cover the living expenses. Post the internship, at the time of joining as a full time employee and subject to performance during the internship period, you will be entitled to the Actual CTC.

**divami**

Divami Design Labs Pvt Ltd

#301, Vasista Bhavan, 3rd Floor, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad, India - 500 032

+91 99591 58822, info@divami.com, www.divami.com

CIN - U72200TG2008PTC062302



2.✓

PRINCIPAL

ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437



- o directly or indirectly contact, seek or accept employment with any third party (including past, present or prospective customers) that you have interacted with, or have provided any services to whether directly or indirectly during the course of your employment with the company. You acknowledge that any violation of this obligation may result in legal proceedings for actual damages ensued to the Company; or
- o directly or indirectly, contact, recruit, solicit or hire any of the employees of the Company, or induce or attempt to induce any employee of the Company to terminate his/her employment with, or otherwise cease or damage his/her relationship with the Company.
- The offer is extended relying on your representation that you suffer no incapacities, either legal or contractual, from accepting this offer of employment or fulfilling any of the potential employment responsibilities, which may include but is not limited to, your non -compete obligations with your previous employer/s.

If you agree to these terms and conditions, kindly confirm your acceptance of our offer by signing and returning the duplicate copy of this letter for my attention within a week from the date of receipt of this letter.

We at Divami are impressed by your skills and hope that you shall help us build an even more successful Company, while developing an excellent career for yourself.

If you have any questions, please do not hesitate to call us. We welcome you to the Divami family and wish you a rewarding career over the years to come.

Yours sincerely,



Naveen Puttagunta

CEO

Divami Design Labs Pvt. Ltd.

I have read and understood the terms and conditions of the above Appointment Offer and I unconditionally accept the same without any reservations whatsoever.

Signed by:

Name:

Date:

**divami**

Divami Design Labs Pvt Ltd

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SURAMPALEM - 533 437

## Annexure

### CTC Breakup

Components	Annual Amount (INR)	Monthly Amount (INR)
Basic Salary	1,28,000	10,667
House Rent allowance	51,200	4,267
Special allowance	125,440	10,453
Employer's contribution to PF	15,360	1280
Gross CTC	3,20,000	26,667

### Typical Monthly Paycheck calculations

Components	Amount (INR)
Gross Salary	26,667
Deductions	
Professional Tax	200
Employer's contribution to PF	1280
Employee contribution to PF	1280
Income Tax (TDS) (approx.)*	0
Medical Allowance**	0
Monthly Take Home Salary (approx.)	23,907

\* Income Tax Deduction is based on your specific tax situation and may vary from the approximate amounts listed.

\*\*Medical allowance will be paid every quarter and will be tax deductible upon submission of medical receipts.

The employee and dependents (spouse and 2 children) will be covered under the company's group health insurance scheme with an annual coverage of 5 Lacs, and the employee will be covered for Term life Insurance of 5 times Annual CTC up to Rs.30 Lakhs. Both these plans are paid for by the company in addition to the CTC.



Naveen Puttagunta  
CEO

Accepted  
Employee Name:  
Date:

**divami**

Divami Design Labs Pvt Ltd

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# Offer of Employment

## UX Engineer

Manikanta Manchiganti, 4-207, Khadi Bhandar, Turangi, Kakinada, East Godavari District, A.P

Dear Manikanta,

Following your interview with us, we are pleased to offer you the position of "UX Engineer" in Divami Design Labs Pvt. Ltd., subject to your acceptance of the terms and conditions contained herein.

## Compensation

We are pleased to offer you an annual compensation of 3.2 Lakhs per annum (Three Lakhs and twenty thousand Only) paid in monthly installments. The detailed breakup of the compensation is available in the Annexure.

## Prerequisite

You have to bring 3 copies of your latest passport size colour photographs, and the originals and one set of copies of all certificates on the joining date. Your appointment will be subject to verification of your certificates against the information provided by you in your resume and during the interview.

## Place of work

You will report into our office at 3<sup>rd</sup> floor, #301, Vasista Bhavan, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad - 500032 on or before 15th July, 2019 at 9.30 AM. Your initial place of work would be at the above mentioned office and we may also depute you to any work, or assign your services to any of our existing or future affiliates, clients or associates.

## Internship Period

You will join us as an intern on/before 15th July, 2019. During the period of your internship, a stipend of Rs.12,500/- will be paid on a monthly basis to cover the living expenses. Post the internship, at the time of joining as a full time employee and subject to performance during the internship period, you will be entitled to the Actual CTC.

**divami**

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Admission Slip  
SURAMPAL  
11/7/19

- directly or indirectly contact, seek or accept employment with any third party (including past, present or prospective customers) that you have interacted with, or have provided any services to whether directly or indirectly during the course of your employment with the company. You acknowledge that any violation of this obligation may result in legal proceedings for actual damages ensued to the Company; or
- directly or indirectly, contact, recruit, solicit or hire any of the employees of the Company, or induce or attempt to induce any employee of the Company to terminate his/her employment with, or otherwise cease or damage his/her relationship with the Company.
- The offer is extended relying on your representation that you suffer no incapacities, either legal or contractual, from accepting this offer of employment or fulfilling any of the potential employment responsibilities, which may include but is not limited to, your non-compete obligations with your previous employer/s.

If you agree to these terms and conditions, kindly confirm your acceptance of our offer by signing and returning the duplicate copy of this letter for my attention within a week from the date of receipt of this letter.

We at Divami are impressed by your skills and hope that you shall help us build an even more successful Company, while developing an excellent career for yourself.

If you have any questions, please do not hesitate to call us. We welcome you to the Divami family and wish you a rewarding career over the years to come.

Yours sincerely,



Naveen Puttagunta

CEO

Divami Design Labs Pvt. Ltd.

I have read and understood the terms and conditions of the above Appointment Offer and I unconditionally accept the same without any reservations whatsoever.

Signed by:

Name:

Date:

**divami**

Divami Design Labs Pvt Ltd

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CIN - U72200TG2008PTC062302



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Aditya Engineering College  
SURAMPalem



Annexure

CTC Breakup

Components	Annual Amount (INR)	Monthly Amount (INR)
Basic Salary	1,28,000	10,667
House Rent allowance	51,200	4,267
Special allowance	125,440	10,453
Employer's contribution to PF	15,360	1280
Gross CTC	3,20,000	26,667

Typical Monthly Paycheck calculations

Components	Amount (INR)
Gross Salary	26,667
Deductions	
Professional Tax	200
Employer's contribution to PF	1280
Employee contribution to PF	1280
Income Tax (TDS) (approx.)*	0
Medical Allowance**	0
Monthly Take Home Salary (approx.)	23,907

\* Income Tax Deduction is based on your specific tax situation and may vary from the approximate amounts listed.

\*\*Medical allowance will be paid every quarter and will be tax deductible upon submission of medical receipts.

The employee and dependents (spouse and 2 children) will be covered under the company's group health insurance scheme with an annual coverage of 5 Lacs, and the employee will be covered for Term life Insurance of 5 times Annual CTC up to Rs.30 Lakhs. Both these plans are paid for by the company in addition to the CTC.

*Naveen Puttagunta*

Naveen Puttagunta  
CEO

Accepted  
Employee Name:  
Date:

**divami**

Divami Design Labs Pvt Ltd

#301, Vasista Bhavan, 3rd Floor, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad, India - 500 032

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*[Signature]*  
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Aditya Engineering College  
SURAMPALEM

# Offer of Employment

## UX Engineer

Rajyalaxmi Siva Perabattula, D.No.5-197, Kothapeta, Dowlaiswaram, Vemagiri, E.G Dist, A.P - 533125

Dear Rajyalaxmi,

Following your interview with us, we are pleased to offer you the position of "UX Engineer" in Divami Design Labs Pvt. Ltd., subject to your acceptance of the terms and conditions contained herein.

## Compensation

We are pleased to offer you an annual compensation of **3.2 Lakhs per annum** (Three Lakhs and twenty thousand Only) paid in monthly installments. The detailed breakup of the compensation is available in the Annexure.

## Prerequisite

You have to bring 3 copies of your latest passport size colour photographs, and the originals and one set of copies of all certificates on the joining date. Your appointment will be subject to verification of your certificates against the information provided by you in your resume and during the interview.

## Place of work

You will report into our office at 3<sup>rd</sup> floor, #301, Vasista Bhavan, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad - 500032 on or before 15th July, 2019 at 9.30 AM. Your initial place of work would be at the above mentioned office and we may also depute you to any work, or assign your services to any of our existing or future affiliates, clients or associates.

## Internship Period

You will join us as an intern on/before 15th July, 2019. During the period of your internship, a stipend of Rs.12,500/- will be paid on a monthly basis to cover the living expenses. Post the internship, at the time of joining as a full time employee and subject to performance during the internship period, you will be entitled to the Actual CTC.

**divami**

Divami Design Labs Pvt Ltd

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2.1 ✓

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SURAMPALEM - 533 437



- o directly or indirectly contact, seek or accept employment with any third party (including past, present or prospective customers) that you have interacted with, or have provided any services to whether directly or indirectly during the course of your employment with the company. You acknowledge that any violation of this obligation may result in legal proceedings for actual damages ensued to the Company; or
- o directly or indirectly, contact, recruit, solicit or hire any of the employees of the Company, or induce or attempt to induce any employee of the Company to terminate his/her employment with, or otherwise cease or damage his/her relationship with the Company.
- The offer is extended relying on your representation that you suffer no incapacities, either legal or contractual, from accepting this offer of employment or fulfilling any of the potential employment responsibilities, which may include but is not limited to, your non -compete obligations with your previous employer/s.

If you agree to these terms and conditions, kindly confirm your acceptance of our offer by signing and returning the duplicate copy of this letter for my attention within a week from the date of receipt of this letter.

We at Divami are impressed by your skills and hope that you shall help us build an even more successful Company, while developing an excellent career for yourself.

If you have any questions, please do not hesitate to call us. We welcome you to the Divami family and wish you a rewarding career over the years to come.

Yours sincerely,



Naveen Puttagunta

CEO

Divami Design Labs Pvt. Ltd.

I have read and understood the terms and conditions of the above Appointment Offer and I unconditionally accept the same without any reservations whatsoever.

Signed by:

Name:

Date:

**divami**

Divami Design Labs Pvt Ltd

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**SURAMPALEM - 533 437**

## Annexure

### CTC Breakup

Components	Annual Amount (INR)	Monthly Amount (INR)
Basic Salary	1,28,000	10,667
House Rent allowance	51,200	4,267
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Employer's contribution to PF	15,360	1280
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### Typical Monthly Paycheck calculations

Components	Amount (INR)
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Deductions	
Professional Tax	200
Employer's contribution to PF	1280
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Income Tax (TDS) (approx.)*	0
Medical Allowance**	0
Monthly Take Home Salary (approx.)	23,907

\* Income Tax Deduction is based on your specific tax situation and may vary from the approximate amounts listed.

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Naveen Puttagunta  
CEO

Accepted  
Employee Name:  
Date:

**divami**  
Divami Design Labs Pvt Ltd

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SURAMPALEM - 533 437



# Offer of Employment

## UX Engineer

Vikhitha Akkina, D.No. 1-27, Ramalayam Street, Singaram Palem, Gandepalli Mandal, E.G Dist, A.P - 533294

Dear Vikhitha,

Following your interview with us, we are pleased to offer you the position of "UX Engineer" in Divami Design Labs Pvt. Ltd., subject to your acceptance of the terms and conditions contained herein.

## Compensation

We are pleased to offer you an annual compensation of **3.2 Lakhs per annum** (Three Lakhs and twenty thousand Only) paid in monthly installments. The detailed breakup of the compensation is available in the Annexure.

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## Internship Period

You will join us as an intern on/before 15th July, 2019. During the period of your internship, a stipend of Rs.12,500/- will be paid on a monthly basis to cover the living expenses. Post the internship, at the time of joining as a full time employee and subject to performance during the internship period, you will be entitled to the Actual CTC.

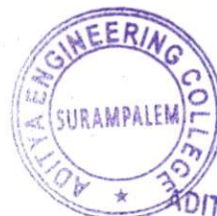
**divami**

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SURAMPALAM - 533 437

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If you have any questions, please do not hesitate to call us. We welcome you to the Divami family and wish you a rewarding career over the years to come.

Yours sincerely,



Naveen Puttagunta

CEO

Divami Design Labs Pvt. Ltd.

I have read and understood the terms and conditions of the above Appointment Offer and I unconditionally accept the same without any reservations whatsoever.

Signed by:

Name:

Date:

**divami**

Divami Design Labs Pvt Ltd

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### Annexure

#### CTC Breakup

Components	Annual Amount (INR)	Monthly Amount (INR)
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Naveen Puttagunta  
CEO

Accepted  
Employee Name:  
Date:

**divami**  
Divami Design Labs Pvt Ltd

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SURAMPALEM - 533 437

EFF/HRD/20-21/OFF-RD/073

26-Dec-19

To,

**MR MARTHI SAI KALYAN,**  
S/O MARTHI RAVINDRA KUMAR,  
D NO:23-15-418, FF1, ABH1 ENCLAVE,  
NEAR BROTHEREN CHURCH,  
KORUKONDA ROAD,  
SUBHASH NAGAR,  
RAJAHMUNDY-533101.  
ANDHRA PRADESH.



Dear MR MARTHI SAI KALYAN,

Subject: Provisional Offer Letter as **Trainee Engineer in Research & Development**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee (Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on First Week of **June 2020(Tentatively)**.

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, you are required to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Efftronics family, looking forward for a long and mutually benefited association.

With Regards,  
For Efftronics Systems Pvt Ltd,

T. B. Sankar

(BHAVANI SANKAR T)  
VICE-PRESIDENT



*Signature*

PRINCIPAL

ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

Mfrs: Networking Data Loggers and LED Displays

Developers: Embedded Systems, Software



"R&D" Recognised by DSIR, Govt. of India

A PRODUCT DEVELOPMENT COMPANY

An ISO 9001:2008 Company



**Separation:**

11. If the Trainee fails to prove himself/herself during the Training period, the company has every right to terminate him/her at that stage itself.
12. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she must pay **Rs. 1,00,000** as the Training cost to the company.
13. At any time during the Training, if the Trainee is found to be **Willfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, negligence, indiscipline, prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of **Rs.1,00,000/-** from you for the above said act.
14. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.



With Regards,  
For Efftronics Systems Pvt Ltd,

*T. B. Sankar*

(BHAVANI SANKAR T)  
VICE-PRESIDENT

**ACCEPTANCE FORM**

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate



Page 3 of 3

*26/*  
PRINCIPAL

ADITYA ENGINEERING COLLEGE  
SURAMPALAM - 533 437

EFF/HRD/20-21/OFF-RD/072

26-Dec-19

To,

**MS KANCHERLA ANJANI POORNA,**

D/O K SRINIVASU,

D NO: 11-1-10/2D,

ISMAIL NAGAR,

SAMALKOT,

EAST GODAVARI DIST-533440,

ANDHRA PRADESH.



Dear MS KANCHERLA ANJANI POORNA,

Subject: Provisional Offer Letter as **Trainee Engineer in Research & Development**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee (Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on First Week of **June 2020(Tentatively)**.

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, you are required to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Efftronics family, looking forward for a long and mutually benefited association.

With Regards,

For Efftronics Systems Pvt Ltd,

*T.B. Sankar*

(BHAVANI SANKAR T)  
VICE-PRESIDENT



*Subh*  
PRINCIPAL  
Aditya Engineering College  
SURAMPALEM

Mfrs: Networking Data Loggers and LED Displays

Developers: Embedded Systems, Software



"R&D" Recognised by DSIR, Govt. of India

A PRODUCT DEVELOPMENT COMPANY

An ISO 9001:2008 Company

**The Terms and Conditions of this offer are:**

1. Your Training period would be for a **Maximum of Six months** starting from **the schedule date of joining**, and you will be designated as **"Trainee"** till the completion of your Training period.
2. You are required to serve the company for a period of **2.5 Years** excluding the Training period.
3. You are required to submit all your **Original Academic Certificates on the date of joining** and would be held with the company till the completion of your service agreement.
4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task; you will be dropped from the training.
5. If your training period extends on administration grounds, extension of training depends on the discretion of management.
6. You are eligible for a stipend of **Rs. 6,000 per month** during the training period and after the successful completion of Training, your CTC (Cost to Company) will be **Rs.3.98 Lakh** per annum with Gross salary **25K** per month.
7. After successful completion of the training period your salary may increase depending upon your performance.
8. Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.
9. As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.
10. You should not resign during the agreement period.



*Sub*  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM

Page 2 of 3



**Separation:**

11. If the Trainee fails to prove himself/herself during the Training period, the company has every right to terminate him/her at that stage itself.
12. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she must pay **Rs. 1,00,000** as the Training cost to the company.
13. At any time during the Training, if the Trainee is found to be **Willfully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, negligence, indiscipline, prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of **Rs.1,00,000/-** from you for the above said act.
14. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.



With Regards,  
For Efftronics Systems Pvt Ltd,

T.B. Sankar

(BHAVANI SANKAR T)  
VICE-PRESIDENT

---

**ACCEPTANCE FORM**

- I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate



Page 3 of 3

*[Handwritten Signature]*  
PRINCIPAL  
Aditya Engineering College  
SURAMPALEM



To provide insight for enhancing wealth

## EFFTRONICS SYSTEMS PVT. LTD.

40-15-9, Brundavan Colony, Vijayawada-520 010, AP. INDIA

☎ : +91 (866) 246-6675, 249-3375, Fax: +91 (866) 247-4097

e-mail: info@efftronics.com Website: www.efftronics.com

EFF/HRD/20-21/OFF-RD/068

26-Dec-19

To,

**MS MIRIYALA SAI SWARUPA,**  
D/O. MIRIYALA V.B. PRASAD,  
D NO: 66-5-8,  
SRI DURGA NILAYAM,  
ASHOK NAGAR,  
KAKINADA-4,  
EAST GODAVARI DIST-533003,  
ANDHRA PRADESH.



Dear MS MIRIYALA SAI SWARUPA,

**Subject: Provisional Offer Letter as Trainee Engineer in Research & Development**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee (Engineer - R&D) in Efftronics Systems Pvt Ltd.

Your Scheduled date of joining will be on First Week of **June 2020(Tentatively)**.

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, you are required to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Efftronics family, looking forward for a long and mutually benefited association.

With Regards,  
For Efftronics Systems Pvt Ltd,

*T.B. Sankar*

(BHAVANI SANKAR T)  
VICE-PRESIDENT



*✓*

**PRINCIPAL**

**ADITYA ENGINEERING COLLEGE**

**SURAMPALAM - 533 437**

Developers: Embedded Systems, Software

Mfrs: Networking Data Loggers and LED Displays



"R&D" Recognised by DSIR, Govt. of India

A PRODUCT DEVELOPMENT COMPANY

An ISO 9001:2008 Company

**The Terms and Conditions of this offer are:**

1. Your Training period would be for a **Maximum of Six months** starting from **the schedule date of joining**, and you will be designated as **"Trainee"** till the completion of your Training period.
2. You are required to serve the company for a period of **2.5 Years** excluding the Training period.
3. You are required to submit all your **Original Academic Certificates on the date of Joining** and would be held with the company till the completion of your service agreement.
4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task; you will be dropped from the training.
5. If your training period extends on administration grounds, extension of training depends on the discretion of management.
6. You are eligible for a stipend of **Rs. 6,000 per month** during the training period and after the successful completion of Training, your CTC (Cost to Company) will be **Rs.3.98 Lakh per annum** with Gross salary **25K** per month.
7. After successful completion of the training period your salary may increase depending upon your performance.
8. Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.
9. As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.
10. You should not resign during the agreement period.



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ADITYA ENGINEERING COLLEGE  
SURAMPALAM - 533 437



STRICTLY PRIVATE AND CONFIDENTIAL

ggk tech  
Delivering Commitments

4 September, 2019

**Ms. Siva Naga Swathi Duddupudi**  
#1-48 Chilakapadu Undrajavaram,  
West Godavari, Andhra Pradesh - 534216  
8639144369

Dear Swathi,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

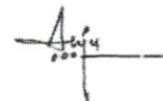
<b>Position:</b>	Trainee Software Engineer
<b>Date of Joining:</b>	July, 2020
<b>Compensation:</b>	Gross Compensation During the Training Rs.2,40,000/- (Rupees Two Lakh Forty Thousand only)
	Gross Compensation Upon successful completion of the training, Rs.4,50,000/- (Rupees Four Lakh Fifty Thousand only)
<b>Notice Period:</b>	In case of resignation / termination of services, either party will be required to give a two month notice in writing
<b>Place of Work:</b>	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the organization or any one of its associates or customers, conducts business

If you choose to accept this job offer and comply with the terms and existing policies which are modified from time to time, we request you to confirm your acceptance by signing the offer letter and sending it across to us within 5 days, failing which this offer of employment is liable to be invalid.

**Note:** Please find the details of the terms & conditions of this offer attached, the details of which are strictly confidential and should not be shared with anyone.

We congratulate you on your appointment and wish you a long and successful career with G GK.

Sincerely,



Anju Singh  
Senior Manager – Human Resources



PRINCIPAL  
Aditya Engineering College  
SURAMPALAM

Guru Gowri Krupa Technologies Pvt Ltd, CIN No. U72200TG2004PTC043685  
RO: 14th Floor, Tower -1, Laxmi Infobhan Pvt Ltd Sy. No. 107/P, Kokapet, Gandipet Mandal, Hyderabad,  
Rangareddy – 500075, Telangana, Ph: +91 40 6763 8606

To

Dear Mr. / Ms. **GEDDAM PAVANI KUMARI**

**Sub: Offer of Traineeship**

We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **July 2020**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,



Authorized Signatory.



**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255

To

Dear Mr. / Ms. **MAGAPU UHA MAHESHWARI**

**Sub: Offer of Traineeship**

We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of *July 2020*. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

Authorized Signatory.



*su* ✓  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255



To

Dear Mr. / Ms.

**DANDAMUDI SUMASRI.**

**Sub: Offer of Traineeship**

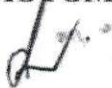
We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **July-2020**. Your salary will be **Rs. 12000/-** CTC per month.

Please bring the copies & document required at the time of joining:

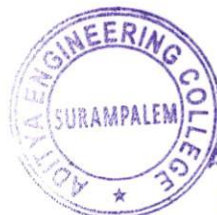
1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,



Authorized Signatory.



**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255

To

Dear Mr. / Ms. **RAYAYARAPU JHANSI ISHWARYA.**

**Sub: Offer of Traineeship**


We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **August-2020**. Your salary will be **Rs. 12000/-** CTC per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255



To

Dear Mr. / Ms.

SAKA SRILAKSHMI

**Sub: Offer of Traineeship**

We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of August-2020. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

Authorized Signatory.



PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437



To

Dear Mr. / Ms. **GOGU DURGA LAHARI**

**Sub: Offer of Traineeship**

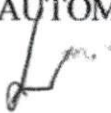
We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **August-2020**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255

To

Dear Mr. / Ms.

**METLA DHANAASHA SAIYA MOONICA.**

**Sub: Offer of Traineeship**

We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **September-2024**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,



Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kancheepuram District, Tamil Nadu, India. Tel : 44 4710 3255

To

Dear Mr. / Ms.

**KUNCHE MEENA.**

**Sub: Offer of Traineeship**

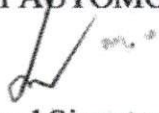
We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of ~~September-2020~~ **September-2020**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533,437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kancheepuram District, Tamil Nadu, India. Tel : 44 4710 3255



To

Dear Mr. / Ms. **PARAMALLA BHUVANA SAI**

**Sub: Offer of Traineeship**


We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **September-2020**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kancheepuram District, Tamil Nadu, India. Tel : 44 4710 3255

To

Dear Mr. / Ms.

**CHINTAMNIDI RANYA**

**Sub: Offer of Traineeship**

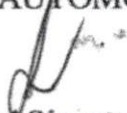
We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **September - 2020**. Your salary will be **Rs. 12000/-** CTC per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irungattukottai, Sriperumbudur - 602 117.  
Kancheepuram District, Tamil Nadu, India. Tel : 44 4710 3255



To

Dear Mr. / Ms.

**GEDDAM NIYYA.**

**Sub: Offer of Traineeship**


We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **September-2020**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255

To

Dear Mr. / Ms. **BHARGAVA DEVI VISWESWARI**

**Sub: Offer of Traineeship**

We pleased to inform you that you are selected as **Production Trainee**, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of **July-2020**. Your salary will be **Rs. 12000/- CTC** per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

Authorized Signatory.



**PRINCIPAL**  
**Aditya Engineering College**  
**SURAMPALEM**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255



Letter of Intent

12 November 2019

**Mamidisetty Ambica Prasad Balaji**  
Aditya College of Engineering and Technology  
Surampalem

Dear Mamidisetty Ambica Prasad Balaji,

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

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of **Rs.3.00 Lac per annum.**

You are required to sign a service agreement for a period of 3 years before the start of training programme.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Associate Vice President, Recruitment

*M. A.P. Balaji*



*zul*  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

**HEXAWARE TECHNOLOGIES LTD.**

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



To

Dear Mr. / Ms. **INDANASRI KRISHNA PRIYA.**

**Sub: Offer of Traineeship**


We pleased to inform you that you are selected as Production Trainee, based at our factory in Sriperumbudur, Kancheepuram District. A detailed letter of trainee order will be issued to you at the time of joining on the month of *July 2020*. Your salary will be Rs. 12000/- CTC per month.

Please bring the copies & document required at the time of joining:

1. Passport size photos.
2. All educational documents from X Std to Diploma/ UG provisional certificate.
3. Proof of personal identification & residential identification.

Wish you a best of luck.

For JKM AUTOMOTIVE,

  
Authorized Signatory.



*et*  
**PRINCIPAL**

**ADITYA ENGINEERING COLLEGE**

**DALEM - 533 437**

**JKM HUMAN RESOURCES PRIVATE LIMITED**

F-67, 68 & 69, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur - 602 117.  
Kanchipuram District, Tamil Nadu, India. Tel : 44 4710 3255



Letter of Intent

12 November 2019

AVASARALA SRI RAMYA NIHAARIKA  
Aditya College of Engineering and Technology  
Surampalem

Dear AVASARALA SRI RAMYA NIHAARIKA,

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

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs.3.00 Lac per annum.

You are required to sign a service agreement for a period of 3 years before the start of training programme.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For HEXAWARE TECHNOLOGIES LIMITED



Monica Mathur  
Associate Vice President, Recruitment

A.S.R. Nihaarika



PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALAM - 533 437

HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500  
(CIN) : 172900MH1992PIC069662 URL: [www.hexaware.com](http://www.hexaware.com)



Letter of Intent

12 November 2019

**Chandrika Mallipudi**

Aditya College of Engineering and Technology  
Surampalem

Dear Chandrika Mallipudi,

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

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of **Rs.3.00 Lac per annum**.

You are required to sign a service agreement for a period of 3 years before the start of training programme.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For HEXAWARE TECHNOLOGIES LIMITED




Monica Mathur  
Associate Vice President, Recruitment

M. Chandrika  
(Chandrika Mallipudi)



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500  
(CIN) : L72900MH1992PLC069682 URL: [www.hexaware.com](http://www.hexaware.com)

  
PRINCIPAL  
ADITYA COLLEGE OF ENGINEERING AND TECHNOLOGY  
SURAMPALEM - 533 437



Letter of Intent

12 November 2019

**Thanuja Pedapudi**

Aditya College of Engineering and Technology  
Surampalem

Dear Thanuja Pedapudi,

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

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of **Rs.3.00 Lac** per annum.

You are required to sign a service agreement for a period of 3 years before the start of training programme.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,  
For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**  
Associate Vice President, Recruitment



*P.S.S.H.T. Thanuja*

*Su. An. T.*  
**PRINCIPAL**  
Aditya Engineering College  
SURAMPALAM



**HEXAWARE TECHNOLOGIES LTD.**

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



Letter of Intent

12 November 2019

**Garikipati Sai Prathyusha**

Aditya College of Engineering and Technology  
Surampalem

Dear Garikipati Sai Prathyusha,

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

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of **Rs.3.00 Lac** per annum.

You are required to sign a service agreement for a period of 3 years before the start of training programme.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

**Monica Mathur**

Associate Vice President, Recruitment

*G.S. Prathyusha*  
15-11-2019.



*[Signature]*  
**PRINCIPAL**

**ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437**

Fwd: Internship Opportunity | **Technovert**

swathipriyanka karri <swathipriyanka28599@gmail.com>

Wed 21-Oct-20 2:52 PM

To: Placement Cell <tpo@aec.edu.in>

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

From: **Ravi Krishna Teja** <Ravikrishna.T@technovert.com>

Date: Wed, 10 Apr, 2019, 7:52 pm

Subject: Internship Opportunity | Technovert

To: swathipriyanka28599@gmail.com <swathipriyanka28599@gmail.com>

Dear **Swathi priyanka Karri**,

We are pleased to inform you that we wish to extend you an opportunity to work with us as an intern for a duration up to 3 months.

Role : Developer.

Start Date : 06 May, 2019.

End Date : 06 August, 2019.

During this tenure, you will be working on exciting live projects.

After the completion of the internship, based on evaluation of your performance we may extend a **pre-placement offer**. Should you choose to accept it, you will be required to continue to work with us as intern for **1 Year ( i.e, throughout your final year 4-1 & 4-2 )**, you can avail leaves during the Mid Exams/Project Reviews/End Semester Exams etc.

Since it's a paid Internship, you will receive a stipend of **15,000/Month**.

Please get the necessary approvals from the HOD of your respective department and the placement officer.

**Authorized Signatories:**

Signature:

Signature:

Head of Department  
Placement Officer



  
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**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

Kindly get the printout of this mail along with the required signatures on the day of joining.

Kindly revert for clarifications, if any.

**Thanks & Regards,**

**Ravi Krishna Teja**

*Talent Magnet*

*Technovert*



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**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**



## Fwd: Pre-Placement Offer @ Technovert Solutions

Purushotam Kumar Sah &lt;purushotam.s@technovert.net&gt;

Mon 05-Aug-19 4:00 PM

To: Placement Cell &lt;tpo@aec.edu.in&gt;;

----- Original Message -----

From: Kranthi Sunku &lt;Kranthi.s@Technovert.com&gt;

To: "purushotam.s@technovert.net" &lt;purushotam.s@technovert.net&gt;

Date: July 31, 2019 4:16 PM

Subject: Pre-Placement Offer @ Technovert Solutions

Hello Purushotam,

On behalf of Technovert, I am pleased to extend to you this offer of employment with us for the position of "Trainee Software Engineer".

You are required to continue your internship with us for the next one year starting effectively from Aug 05<sup>th</sup>, 2019. Post completion of your internship you will be appointed as a "Trainee Software Engineer".

The Offer Letter will be mailed to you soon with a description of your salary and other terms. You are requested to revert with your confirmation within 24 hours from the receipt of the offer letter.

Fondly anticipating a long term mutually beneficial association.

Note:

- The leave days taken for exams will be Un-paid leaves.
- You will have to sign an agreement for being in continuous employment with us for a minimum period of 1 year after the completion of 12 months internship.

Cheers,

Kranthi S

HR Manager | TECHNOVERT

+91 7504201644



✓  
PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

## Fwd: Pre-Placement Offer @ Technovert Solutions

Chakradhar Peddi &lt;chakradhar.p@technovert.net&gt;

Mon 05-Aug-19 3:57 PM

To: Placement Cell &lt;tpo@aec.edu.in&gt;;

----- Original Message -----

From: Kranthi Sunku &lt;Kranthi.s@Technovert.com&gt;

To: "chakradhar.p@technovert.net" &lt;chakradhar.p@technovert.net&gt;

Date: July 31, 2019 4:16 PM

Subject: Pre-Placement Offer @ Technovert Solutions

Hello Chakradhar,

On behalf of Technovert, I am pleased to extend to you this offer of employment with us for the position of "Trainee Software Engineer".

You are required to continue your internship with us for the next one year starting effectively from Aug 05<sup>th</sup>, 2019. Post completion of your internship you will be appointed as a "Trainee Software Engineer".

The Offer Letter will be mailed to you soon with a description of your salary and other terms. You are requested to revert with your confirmation within 24 hours from the receipt of the offer letter.

Fondly anticipating a long term mutually beneficial association.

Note:

- The leave days taken for exams will be Un-paid leaves.
- You will have to sign an agreement for being in continuous employment with us for a minimum period of 1 year after the completion of 12 months internship.

Cheers,

Kranthi S

HR Manager | | TECHNOVERT

+91 7504201644



20/ ✓  
PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

Date: August 27, 2019

Ref: LTI/HR/Campus/2020

Name: **TEKUMUDI VENKATA PRAVEEN**

College: Aditya Engineering College

**OFFER OF EMPLOYMENT**

Dear TEKUMUDI VENKATA PRAVEEN,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee.**

During the initial training period of 12 months, your CTC including all benefits will be **Rs.3,50,000/-** as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

**TERMS AND CONDITIONS**

**1. Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

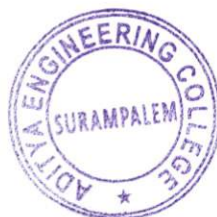
**2. Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

**3. Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



*Sul*  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**



4. **Background Verification**

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. **Service Agreement**

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. **Letter Acceptance**

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltininfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

  
\_\_\_\_\_  
Nikhil Govekar  
Sr. Manager - Campus  
Recruitment

I have read the letter and accept the same.

\_\_\_\_\_  
Signature and Date



PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

**ANNEXURE-1**

Name : TEKUMUDI VENKATA PRAVEEN Date : August 27, 2019		
Salary Grade : GET(I)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		11,300
A. Base Salary (PA)	315,602	26,300
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	315,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	350,000	



*Sul*  
PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

Date: August 27, 2019  
Ref: LTI/HR/Campus/2020  
Name: Hema Ganiseti  
College: Aditya Engineering College

OFFER OF EMPLOYMENT

Dear Hema Ganiseti,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as Graduate Engineer Trainee.

During the initial training period of 12 months, your CTC including all benefits will be Rs.3,50,000/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



*S. S. S.*  
PRINCIPAL  
Aditya Engineering College  
SURAMPALEM



**4. Background Verification**

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

**5. Service Agreement**

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

**6. Letter Acceptance**

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.intinfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,


For Larsen & Toubro Infotech Ltd.



Nikhil Govekar  
Sr. Manager - Campus  
Recruitment

I have read the letter and accept the same.

Signature and Date



PRINCIPAL  
Aditya Engineering College  
SURAMPALEM

ANNEXURE-1

Name : Hema Ganiseti		Date : August 27, 2019
Salary Grade : GET(I)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		11,300
A. Base Salary (PA)	315,602	26,300
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	315,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	350,000	



*[Signature]*  
PRINCIPAL  
Aditya Engineering College  
SURAMPALEM

Date: August 27, 2019

Ref: LTI/HR/Campus/2020

Name: Lalitha Kameswari Jandhyala

College: Aditya Engineering College

**OFFER OF EMPLOYMENT**

Dear Lalitha Kameswari Jandhyala,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as Graduate Engineer Trainee.

During the initial training period of 12 months, your CTC including all benefits will be Rs.3,50,000/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

**TERMS AND CONDITIONS**

**1. Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

**2. Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

**3. Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**



4. **Background Verification**

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. **Service Agreement**

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. **Letter Acceptance**

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Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar  
Sr. Manager - Campus  
Recruitment

I have read the letter and accept the same.

\_\_\_\_\_  
Signature and Date



  
PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

ANNEXURE-1

Name : Lalitha Kameswari Jandhyala Date : August 27, 2019		
Salary Grade : GET(I)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		11,300
A. Base Salary (PA)	315,602	26,300
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	315,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	350,000	



20/8/19  
PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437



**Medical Insurance Premium**

The Group Mediciam Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

**Notes:**

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Adhoc Allowance towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB)**.

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

\*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal. The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.



PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437



Tiven Technologies  
Hyderabad  
Telangana, India  
+91 040 2401 9949  
www.tiven-tek.com

Dear

*Laghu Bhaskar Vinnakota*

Tiven Technologies is pleased to offer you the position of **Trainee – Civil Engineer**, contingent on completion of a background check and mandatory pre-employment certificate verification.

This is a full-time, exempt position with a starting base salary of Rs 15,000/- (Fifteen thousand Indian Rupees ONLY). If you accept the offer, you will report to **Robo Group, Hotel Radisson, Outgate, Chota Anjaiah Nagar, Gachibowli, Hyderabad**. This position has a start date of \_\_\_\_\_.

**Benefits:** PF + ESI + Food + Travel + Accommodation (Hostel).

**Documents needed during joining time:**

1. Aadhar card Xerox
2. Educational certificate Xerox
3. Pan Card
4. 4 photographs

If you agree to these terms, please sign below and return this letter in the next seven business days.

Sincerely,

*Srikanth Pinnamaneni*  
Srikanth Pinnamaneni  
Head – HR & Ops  
Tiven Technologies  
Dated:

#### DECLARATION

I hereby acknowledge that I have read and understood the terms and conditions of this conditional offer of employment, and I accept the offer. I understand that my employment with Acme Corp is considered at will, meaning that either party may terminate the employment relationship at any time.

**Name:**

**Signature:**

**Date:**



*S. V.*  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPalem - 533 437**

www.tiven-tek.com



Dear

Sai Ram Keta

Tiven Technologies is pleased to offer you the position of **Trainee – Civil Engineer**, contingent on completion of a background check and mandatory pre-employment certificate verification.

This is a full-time, exempt position with a starting base salary of Rs 15,000/- (Fifteen thousand Indian Rupees ONLY). If you accept the offer, you will report to **Robo Group, Hotel Radisson, Outgate, Chota Anjaiah Nagar, Gachibowli, Hyderabad**. This position has a start date of \_\_\_\_\_.

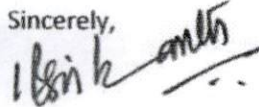
Benefits: PF + ESI + Food + Travel + Accommodation (Hostel).

Documents needed during joining time:

1. Aadhar card Xerox
2. Educational certificate Xerox
3. Pan Card
4. 4 photographs

If you agree to these terms, please sign below and return this letter in the next seven business days.

Sincerely,

**Srikanth Pinnamaneni**

Head – HR &amp; Ops

Tiven Technologies

Dated:

**DECLARATION**

I hereby acknowledge that I have read and understood the terms and conditions of this conditional offer of employment, and I accept the offer. I understand that my employment with Acme Corp is considered at will, meaning that either party may terminate the employment relationship at any time.

Name:

Signature:

Date:



  
**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALM - 533 437**



Tiven Technologies  
Hyderabad  
Telangana, India  
+91 040 2401 9949  
www.tiven-tek.com

Dear Sai Rudhvi M

Tiven Technologies is pleased to offer you the position of **Trainee – Civil Engineer**, contingent on completion of a background check and mandatory pre-employment certificate verification.

This is a full-time, exempt position with a starting base salary of Rs 15,000/- (Fifteen thousand Indian Rupees ONLY). If you accept the offer, you will report to **Robo Group, Hotel Radisson, Outgate, Chota Anjaiah Nagar, Gachibowli, Hyderabad**. This position has a start date of \_\_\_\_\_.

Benefits: PF + ESI + Food + Travel + Accommodation (Hostel).

Documents needed during joining time:

1. Aadhar card Xerox
2. Educational certificate Xerox
3. Pan Card
4. 4 photographs

If you agree to these terms, please sign below and return this letter in the next seven business days.

Sincerely,

Srikanth Pinnamaneni

Head – HR & Ops

Tiven Technologies

Dated: \_\_\_\_\_

#### DECLARATION

I hereby acknowledge that I have read and understood the terms and conditions of this conditional offer of employment, and I accept the offer. I understand that my employment with Acme Corp is considered at will, meaning that either party may terminate the employment relationship at any time.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

www.tiven-tek.com



DOC: -SA/TA/Hyd/2020/686

Date: -4 Jan 2020

Dear **Parnika K**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well. On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>, 12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **27 July 2020**. Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally  
signed by  
**MANISH**  
MODI Date:  
2020.01.04

**Manish Modi**  
Manager Recruitment



**PRINCIPAL**

**DOC: -SA/TA/Hyd/2020/679**

**Date: -4 Jan 2020**

**Dear Hari Priya B**

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

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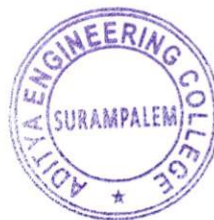
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**Welcome to Savantis India Family.**

Sincerely,

Digitally  
signed by  
MANISH  
MODI Date:  
2020.01.04

**Manish Modi**  
**Manager Recruitment**



26 ✓

**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**



DOC: -SA/TA/Hyd/2020/685

Date: -4 Jan 2020

Dear **Satya Sai Veera Siva Krishna G**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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The training will commence on **27 July 2020**. Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally  
signed by  
**MANISH**  
MODI Date:  
2020.01.04

**Manish Modi**  
Manager Recruitment



20/1

PRINCIPAL

**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 503 437**



DOC: -SA/TA/Hyd/2020/687

Date: -4 Jan 2020

Dear **Akhila K**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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The training will commence on **27 July 2020**. Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally  
signed by  
**MANISH**  
MODI Date:  
2020.01.04

**Manish Modi**  
**Manager Recruitment**



20/1/20

**PRINCIPAL**

**ADITYA ENGINEERING COLLEGE**  
**SURAMPAL EM - 533 437**

DOC: -SA/TA/Hyd/2020/682

Date: -4 Jan 2020

Dear **Lakshmi Prasad V**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **27 July 2020**. Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally  
signed by  
MANISH  
MODI Date:  
2020.01.04

**Manish Modi**  
**Manager Recruitment**



**PRINCIPAL**

**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**



DOC: -SA/TA/Hyd/2020/678

Date: -4 Jan 2020

Dear **Mahalakshmi Sri Kavya B**

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with Savantis India.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally  
signed by  
**MANISH**  
MODI Date:  
2020.01.04

**Manish Modi**  
Manager Recruitment



  
**PRINCIPAL**  
**Aditya Engineering College**  
**SURAMPalem**

February 27, 2020

## LETTER OF INTENT

**Seeram Vasantha Lakshmi**

16P31A05A8  
BE- CSE  
Aditya College Of Engineering and Technology  
Surampalem

Dear Seeram Vasantha Lakshmi,

We are pleased to offer you the position of **Executive Trainer** at our Hyderabad office. The first 6 months will be your training and observation period. This training is to enable you to acclimatize to the industry and post qualifying, accelerate your transition to live projects. During this period, you will be designated as Intern.

We hope you are as excited as we are to play a part in making a difference and creating an impact at Talentio and for our clients. At Talentio, we move in that direction every day and we will be delighted to have you as part of our team.

### Acceptance and Commencement

Your joining date will be provided separately at the time of joining. Your offer of employment is subject to the Company's personnel and other policies.

A detailed Appointment Letter will be given at the time of joining.

To confirm your acceptance of this offer, you are required to respond via email to [hr@talentio.in](mailto:hr@talentio.in) within 7 days upon receiving the Letter of Intent

By accepting this offer you have consented and authorized the Company to engage a third-party service provider to verify your credentials, antecedents and background as declared by you during the recruitment process.

On your joining date (i) 2 self-photograph (passport sized, color photo), (ii) the originals and 1 set of photocopies of the following documents:

- Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
- Relieving letter or resignation acceptance letter from your most recent employer. If you have been employed 6 months or less with the most recent employer, you must also bring a relieving letter or resignation acceptance letter from the prior employer. Include your employee number with such previous employer(s).
- Proof of identity. Bring the following documents: Aadhaar card and PAN card.
- Proof of address. Bring one of the following documents: Passport, Driving License, Voter's Identification Card.

\* Please Note: This offer is valid until 30<sup>th</sup> June, 2020

You will be governed by all company policies and rules as may be communicated to you from time to time through email, online or printed material during the course of your employment with Talentio.



PRINCIPAL  
Aditya Engineering College  
SURAMPALEM



## Appendix I

Particulars	Per Month (Rs)	Per Annum (Rs)
Basic	15000	180000
HRA	6000	72000
Other Allowance	2200	26400
*PF Employer Contribution	1800	21600
** Performance Incentive	4167	50000
*** Skill based Incentive	8333	100000
CTC (1 <sup>st</sup> year) (A)	37500	450000
CTC (2 <sup>nd</sup> year) (B)	Earning potential of up to 5.6 LPA	
CTC (3 <sup>rd</sup> year) (C)	Earning potential of up to 7.3 LPA	
Total Cost to Company (A+B+C)	Up to 17.4 LPA (over a period of 3 years)	
<b>Note:</b> * PF Employer Contribution is part of CTC ** Performance Incentive payable quarterly / half -yearly *** Skill based incentive payable monthly		
1. All the Variable Pay-outs are subjected to employee being on-rolls of the company at the time of disbursement and NOT serving notice period		
2. The Company will deduct taxes (TDS) and other statutory dues as may be applicable from time to time from the remuneration payable to you. You will be personally responsible for your tax liabilities and other dues. The Company shall also be entitled to deduct any other sums as may be recoverable from you from time to time		
3. Detailed break-up of CTC for 2 <sup>nd</sup> and 3 <sup>rd</sup> year will be provided to the candidate separately in the respective year		

Your compensation during the training period will be INR 15000 per month and you shall be considered as Intern.

By accepting this offer, you confirm and undertake that you will keep all information in relation to the Company confidential and you will not use or divulge to any third party any of the plans, strategies, programs, trade secrets, accounts, financial information, market research, customer lists, processes, inventions, designs, or other confidential information concerning the business affairs of the Company, any affiliated Company, or its clients.

We wish you a prosperous stint with us!

Sincerely,

Aijaz Khan  
Director  
Talentio Solutions India Pvt. Ltd.

I agree that I have read, understand, and accept employment with Talentio Solutions India Pvt. Ltd. under the terms and conditions stated above.

Name: Seeram Vasantha Lakshmi

Signature:

Date:



*[Handwritten Signature]*  
PRINCIPAL  
Aditya Engineering College  
SURAMPALEM



**Offer: Computer Consultancy**

**Ref: TCSL/CT20192662782/Hyderabad**

**Date: 13/09/2019**

**Ms. V V K R D S Tejaswini Kakkirala**

12-2a-15/3bKakkirala Vari Street,  
Near Apollo Pharmacy,  
Kovvur-534350,  
Andhra Pradesh.  
Tel# 91-9849443886

Dear V V K R D S Tejaswini Kakkirala,

**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.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential

TCSL/CT20192662782

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



20/9/19 1

PRINCIPAL

ADITYA ENGINEERING COLLEGE

SURAMPalem - 533 437





### Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

● For TATA Consultancy Services Limited

**K Ganesan**  
**Global Head Talent Acquisition & AIP**



Click here or use a QR code scanner from your mobile  
to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms



**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**

TCS Confidential  
TCSL/CT20192662782

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



# GROSS SALARY SHEET

Annexure 1

Name	V V K R D S Tejaswini Kakkirala
Designation	Assistant System Engineer-Trainee
Institute Name	Aditya Engineering College, Kakinada

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	27,415	3,36,875
<b>Xplore/ Learning Incentive****</b>		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
<b>GROSS BOUQUET OF BENEFITS</b>	13,000	1,56,000

TCS Confidential  
TCSL/CT20192662782

**TATA CONSULTANCY SERVICES**

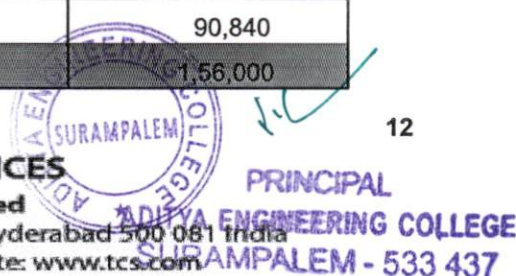
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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







**Offer: Computer Consultancy**

**Ref: TCSL/CT20192642828/Hyderabad**

**Date: 13/09/2019**

**Ms. Priyanka Satya Surya Kusumanchi**

Dr.No:-10-15/3Panchayathi Street,  
Surya Teja School,  
Biccavolu-533343,  
Andhra Pradesh.  
Tel# 91-9640636479

Dear Priyanka Satya Surya Kusumanchi,

**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.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

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TCS Confidential

TCSL/CT20192642828

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited



1  
PRINCIPAL

Deccanpark, No 1 Software



### Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

● For TATA Consultancy Services Limited

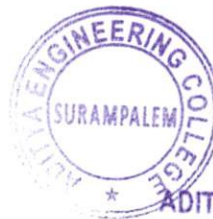
**K Ganesan**  
**Global Head Talent Acquisition & AIP**



Click [here](#) or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms

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TCSL/CT20192642828



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ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

**TATA CONSULTANCY SERVICES**  
**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: [www.tcs.com](http://www.tcs.com)  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)





## GROSS SALARY SHEET

Annexure 1

Name	Priyanka Satya Surya Kusumanchi
Designation	Assistant System Engineer-Trainee
Institute Name	Aditya Engineering College, Kakinada

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,875</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</b>

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
<b>GROSS BOUQUET OF BENEFITS</b>	<b>13,000</b>	<b>1,56,000</b>

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

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KAKINADA - 533 437



**Offer: Computer Consultancy**

**Ref: TCSSL/DT20195381301/Hyderabad**

**Date: 13/09/2019**

Mr. Deepak Varma Talari  
3-166Sc Peta,  
Rajavaram,  
Ravulapalem-533235,  
Andhra Pradesh.  
Tel# 91-9912262541

Dear Deepak Varma Talari,

**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.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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TCSSL/DT20195381301

**TATA CONSULTANCY SERVICES**

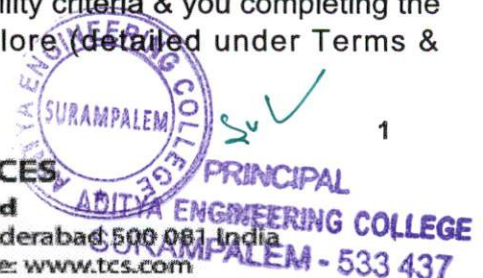
**Tata Consultancy Services Limited**

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We look forward to having you in our global team

Yours Sincerely,

● For TATA Consultancy Services Limited

**K Ganesan**  
**Global Head Talent Acquisition & AIP**



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Encl: Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms

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**PRINCIPAL**  
**ADITYA ENGINEERING COLLEGE**  
**SURAMPalem - 533 4311**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



## GROSS SALARY SHEET

Annexure 1

Name	Deepak Varma Talari
Designation	Assistant System Engineer-Trainee
Institute Name	Aditya Engineering College, Kakinada

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
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KAKINADA - 533 437



Akshitha Koppaka

69-3-15, 104, Mahendra Residency,  
Near 5 Buildings Centre, Nagamalli Thota  
Junction, Kakinada

20<sup>th</sup> November 2019

Re: Internship & Trainee Contract

Dear Akshitha,

Pursuant to the vigorous selection process followed for selecting interns in our organization, we are pleased to accord you an 'Internship contract' with T-Systems with effect from 23<sup>rd</sup> December 2019 till 22<sup>nd</sup> June 2020 based in our Pune office.

T-Systems ICT India is a subsidiary of T-Systems International GmbH, Germany and is a sister concern of Deutsche Telekom, a market leader in Telecom industry in Germany having over 225000 employees. By joining T-Systems, you become an integral part of a global organization, which offers array of global career opportunities and opens a door to new technology and innovative consulting assignments. T-Systems India has a presence in Pune, Bangalore & Gurgaon and is poised to make a quantum jump in growing its foot print in Indian IT Industry as 'Employer of Choice'.

Internship & Trainee Contract

During the period of your internship for 6 months, you would be imparted necessary technical and soft skills training to prepare you to take up a role as a 'Trainee' for subsequent period of 6 months starting from 23<sup>rd</sup> June 2020 till 22<sup>nd</sup> December 2020 subject to you meeting minimum performance standards of our Company. Upon satisfactory completion of your Training period, you will be offered a regular role as 'Associate Consultant' at Level 0 with effect from 23<sup>rd</sup> December 2020.

On joining the organization on 23<sup>rd</sup> December in Pune, you will be provided Appointment letter.

Compensation & Benefits

During the period of your internship, you will be paid a consolidated stipend of Rs.20,000 (Rupees Twenty Thousand only) per month and covered under Group Employees Insurance Plan for you and dependent family members. The insurance premium will be fully borne by the Company and will not be factored in your Gross compensation. You have to self-arrange your accommodation; we shall reimburse Rs.2100 per day for 14 days on submission of hotel bill.

Akshitha Koppaka  
20.11.2019



20/11/19  
PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPLEM - 533 437

Reimbursement of travel expenses up to Rs.6000 on submission of supporting original tickets. You will be also offered an advance of Rs.20000 to defray other daily expenses and will be recovered from your stipend in 6 months

Upon completion of your internship, your compensation will be revised to Rs.3,50,000 (Rupees Three Lac and Fifty Thousand only) per annum on cost to company basis excluding premium cost of Insurance Plan. The breakup of Stipend during the internship period and compensation during 'Trainee' period is mentioned in the attached sheet for better clarity and understanding. Should you have any queries with regard to your internship, Trainee period, please feel free to reach out to Team HR.

Expectations from Intern & Trainee

You are accorded an opportunity to quickly acclimatize with the various policies & practices, tools and techniques and project deliverables by taking self-initiative and responsibility to learn new technologies, programming skills and other skills that are quintessential to become a professional software developer and consulting engineer and live upto the expectations of your mentor and project manager assigned to you.

We hope you would view the above opportunity as stepping stone in your professional career and strive to excel in every assignment, role you are assigned with and add significant value to yourself and our organization.

Welcome on the board,

Yours faithfully,

Mahesh Gosavi  
Senior Manager - Talent Acquisition

Dhiraj Walgude  
Manager HR Operations & Employee Services

Signature of the Student:

Akshitha Koppaka  
20.11.2019



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ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437





ValueLabs LLP

Plot # 41, HITEC City, Phase II, Madhapur, Hyderabad - 500 081, India  
Phone: +91-40-6623-9000, Fax: +91-40-6623-9100

www.valuelabs.com

Date: 7/11/19 (mm/dd/yy)

To, G. HARSHITHA

Aditya College  
of Engineering College.

**Provisional offer of Employment**

Dear Harshitha

It gives us immense pleasure in inviting you to join ValueLabs as one of its valuable members. We believe that organizations grow and flourish, fuelled by the enthusiasm and energy of the people who are willing to invest in to the future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as Software Engineer. your position will carry the following structure of compensation value:

- From the date of joining till the completion of one (1) year of service, the CTC will be 04,50,000/- per annum,
- Upon completion of one (1) year of service from the date of joining, the CTC will be revised to 05,00,000/- per annum,
- Upon completion of two (2) years of service from the date of joining, the CTC will be revised to 07,00,000/- per annum,
- Upon completion of three (3) years of service from the date of joining, the CTC revision will be subject to your performance and appraisals, as per the organization policies.

The total salary being paid by the Company shall include all elements/components of Gross compensation package, given in any form i.e. in cash or kind. We will give you the break-up of salary separately at the time of joining.

You designated date of joining would be 15-May-2020 request you to send the acceptance within two working days after receiving the offer.

Please note that this offer and your employment at ValueLabs shall be contingent upon satisfactory reference and background checks that may be conducted at any time from the date of this offer and shall include but is not limited to education, employment history etc.

Your association and employment at ValueLabs will be governed by various employee related policies and guidelines of the organization, as modified from time to time and by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization. We are confident that you will contribute to the organization and its goals, add value through your roles and strengthen ValueLabs.

The above mentioned salary structure and the revisions contained therein are subject to the sole discretion of the organization, upon due evaluation and consideration of your conduct and performance as an employee.

Sincerely,

For Valuelabs LLP,

Authorized Signatory

Aishik



Principal  
Aditya Engineering College  
SURAMPALEM

At Harshitha  
7/11/19



Bettering your Expectations

**Web Synergies (India) Pvt. Ltd.**  
First Floor, B Block, 8-2-120/113/1/1F  
Sanali Info Park, Road No. 2, Banjara Hills  
Hyderabad- 500 034, Telangana, India.

### Employment Offer Letter

20<sup>th</sup> December 2019

Kakinada

To

Ms. Kanda Divya,

Aditya Engineering College, Kakinada.

Dear Kanda Divya,

Greetings!!! We would like to welcome you to the **Web Synergies** family!

With reference to your application & subsequent rounds of interview, we are pleased to make an offer to join us in the position of **Trainee – Analyst Programmer** for our Indian Office at Web Synergies (India) Private Limited, herein after to be referred as Company in this letter.

You shall be required to perform the job responsibilities as specified in point # 9 below of this offer letter. Your detailed Appointment Letter will be given on your joining date upon your willful acceptance of this offer.

Terms of Offer:

1. **Your Job Title/Designation:**  
Trainee – Analyst Programmer
2. **Cost to Company (CTC):**

Your annual CTC shall be **INR 2,80,004/-** (INR Two lakhs and Eighty thousand Four Rupees only) per annum. This CTC includes the following:

- All applicable deductions. Please find the annexure 1 for the same with this offer letter.
- Fixed Component : 2,24,004/- per annum
- Variable Component : 56,000/- per annum

**Important Note:**

- A. The variable pay is purely dependent on company's performance and your contribution/performance at all times throughout your term of employment with the company.
- B. You shall be informed in writing the eligible variable pay that you are entitled to receive based on the company's and your performance at the end of the each/every successful completion of your service with the company until your successful completion of your willfully agreed Service Agreement Period at the time of your joining, post your willful acceptance of this offer letter.
- C. All your entitled variable pays of first three (3) years of your service shall be paid to you upon successful completion of your third (3<sup>rd</sup>) year service with the company calculated from the date of your joining.



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SURAMPALAM - 533 437





## Offer Intent

Hyndavi Sunkaari  
Surampalem

Dear Hyndavi,

### Sub: Offer of Employment

Congratulations! Pursuant to our discussions, we are delighted to extend you Offer of Intent with

**Zen Quality Assurance Private Limited ("Company").**

You will be designated as **Test Engineer** and your gross annual salary will be **Rs. 2,80,000.** Your employment with the Company will commence tentatively from **July 06, 2020** at **Hyderabad.** However, the exact Date of Joining will be informed to you.

This offer is subject to the following terms and conditions:

#### 1. Education

Your appointment is contingent upon successful completion of your Highest Qualification scoring 70% and above throughout the academic with no backlogs.

#### 2. Employment Agreement

1.1 You agree to work for the Company for at least Thirty (30) months from the date of your employment with us.

#### 3. Others

1.1 You need to adhere to the Company's policies, benefits and guidelines, which are subject to change from time to time.

1.2 Change in your marital status/residential address etc., should be communicated to the HR Team to enable us to keep your records up to date and also for any future communications.

We thank you for your interest in Zen Quality Assurance Pvt. Ltd. and look forward to a mutually beneficial association.

**Ravi Kuchampudi**  
Associate Vice President - HR



**PRINCIPAL**  
**Aditya Engineering College**  
**SURAMPALEM**



## Offer Intent

Hyndavi Sunkari  
Surampalem

Dear Hyndavi,

### Sub: Offer of Employment

Congratulations! Pursuant to our discussions, we are delighted to extend you Offer of Intent with Zen Quality Assurance Private Limited ("Company").

You will be designated as **Test Engineer** and your gross annual salary will be **Rs. 2,80,000**. Your employment with the Company will commence tentatively from **July 06, 2020 at Hyderabad**. However, the exact Date of Joining will be informed to you.

This offer is subject to the following terms and conditions:

#### 1. Education

Your appointment is contingent upon successful completion of your Highest Qualification scoring 70% and above throughout the academic with no backlogs.

#### 2. Employment Agreement

1.1 You agree to work for the Company for at least Thirty (30) months from the date of your employment with us.

#### 3. Others

1.1 You need to adhere to the Company's policies, benefits and guidelines which are subject to change from time to time.

1.2 Change in your marital status/residential address etc., should be communicated to the HR Team to enable us to keep your records up to date and also for any future communications.

We thank you for your interest in Zen Quality Assurance Pvt. Ltd. and look forward to a mutually beneficial association.

Ravi Kuchampudi  
Associate Vice President - HR



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ADITYA ENGINEERING COLLEGE  
SURAMPALAM - 533 437





## Offer Intent

To,  
.....**Rainee Jain**.....  
.....**Surampalem**.....  
.....

Dear **Rainee Jain**,

### Sub: Offer of Employment

Congratulations! Pursuant to our discussions, we are delighted to extend you Offer of Intent with  
**Zen Quality Assurance Private Limited ("Company")**.

You will be designated as **Test Engineer** and your gross annual salary will be **Rs. 2,80,000**. Your employment with the Company will commence tentatively from **July 06, 2020 at Hyderabad**. However, the exact Date of Joining will be informed to you.

This offer is subject to the following terms and conditions:

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**Ravi Kuchampudi**  
**Associate Vice President - HR**



  
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**ADITYA ENGINEERING COLLEGE**  
**SURAMPALEM - 533 437**