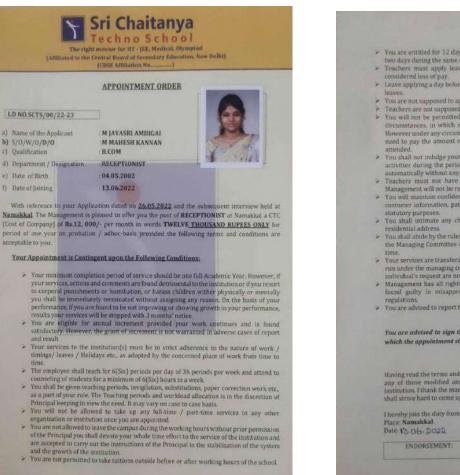


5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

2021



- You are entitled for 12 days if casual leaves only per annum. Leaves availed for more than two days during the same calendar month liteur loss of pay.
 Teachers must apply leave well in advance. Leave informed on the same day will be considered loss of pay.
 Leave applying a day before or a day after the holidays, then those will also be considered a lawsee.

- You are not supposed to apply leave during examinations, important days and meetings.
 You are not supposed to use cell phones in the class rooms or in the corridors.
 You will not be permitted to resign during the academic year except under very special circumstances, in which case, you shall give the three months' notice or pay to lieu of. However under any circumstances, if you are leaving in the middle of the academic year you need to pay the amount expended on you for the subject training workshop(s) that you attended.
- attended. You shall not indulge yourself in any political/ anti-social/ anti-institutional/ trade union activities during the period of your service failing which your services stand terminated automatically without any obligation. Teachers: must not have financial transactions / business with other staff members. Management will not be responsible for such transactions. You will maintain confidentially of all the organization proprietary information, including customer information, patentis, finances etc., unless disclosure is specifically required for statutory purposes.

- You shall intimate any change of address within a week from change of your present residential address.
 You shall abide by the rules and regulations of the Institution and the instructions issued by the Managing Committee communicated through the head of the institution from time to
- Your services are transferable. You may be transferred to any of the branches / institutions
- Four services are consistentiate too may be where on prior internation. However, transfers on individual's request are no obligation in this regard. Management has all rights to terminate any staff member without giving prior notice if found guilty in misappropriation of funds, misbehavior and violation of rules and
- You are advised to report to duty on: 13.06.2022

Applimment Authority You are advised to sign the certificate below and report to duty as mentioned, failing which the appointment stands lapsed or cancelled.

CERTIFICATE OF ACCEPTANCE

Having read the terms and conditions mentioned above, I acknowledge to abide by them / any of those modified and brought into force from time to time in the interest of the institution. I thank the management for the opportunity extended to me and promise that I shall strive hard to come up to its expectations in all my endeavors.

1. Towned Signature of the Applicant

Sri Chaitanya

APPOINTMENT ORDER

LD N0.5CTS/00/21-22

d) Department / Designations

e) Date of Both

1) Date of Joining

a) Name of the Applicant b) 5/0/W/0/D/0 c) Qualification M.SUMAYABEGAM A MUTHUMOHAMED M.SC, PHYSICS



With reference to your Application slated on 24.04.2022 and the subsequent interview held at NMARKAL. The Management is played for other you the pest of PRE PRIMARY ASSOCIATE TRACHER at Namakida a CTC (Grost of Company) of Rs.150000, per north the works EFTERX THOUSAND RUPEES ONLY for period of one year on probation / adhec-basis provided the following terms and conditions are acceptable to you:

PREPRIMARY ASSOCIATE TEACHER

01/11/1999

26.05,2022

Your Appointment is Contingent upon the Following Conditions:

- Your minimum competition period of service should be one full Academic Year. However, it your services actions and comments are ionitiate internmental to the matrituition or if you resurt to corporal punitiheness or homatians, or harass children wither physically or mentally you shall be nomeduate terminated without assigning any reason. On the basis of your performance, if you are found to be not improving or shoring growth in your performance, if you are found to be not improving or shoring growth in your performance, if you are basis of your performance. If you are found to be not improving or shoring growth in your performance, if you are not intervention in the work for an additional intervention in the work work monoses and is found statisfactory. However, the grant in increments into warranted in adverse cases of report and result.
 Your services to the institution(s) must be in strict alherence to the nature of work / mining/ leares. / Holialeys etc., as adopted by the concented place of work from time to minist.

- mining/ leaves / biolidays ric, is an anopen ity interaction pairs were constrained in time.
 The employee shall teach for offSink hours in a week.
 The employee shall teach for offSink hours in a week.
 You shall be given the The Tashing periods and substitutions, paper correction work etc., as a port of given hours, invitations, substitutions, paper oursettion of size a port of given hours. In a work is a substitution of the transmission of a substitution of the transmission of the transmission of a substitution of the transmission of the transmission.
 You are not permitted to take totions outside before or after working hours of the school.

- You are entitled for 12 days if could leaves only per annum. Leaves availed for more than two days during the same ratemate innot linear host of pay. Trachers must apply how will or adianase Lawe informed on the same day will be considered loss of pay. Eaver applying a day here is a day after the holidays, then there will also be considered as

- Interview.
 You are not supposed to apply loave during examinations, important days and mechanism.
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- strended You shall not indulge yourself in any political/ anti-social/ anti-institutional/ trade union activities during the period of your service failing which your services shall remnisted activities that any oligation. Freatiest work not how framcal transactions / histories with other staff members. Management will not be explosible for such transactions. You will maintais confidentially of all the organization perpiritary information, including customer information, patients futures rise, disclosure is specifically required for startatory numproc.
- Standardy purposes.
 You shall infimite any change of address within a week from change of your present residential address.
- resulternas acaress. You shall able by the rule's and regulations of the field union and the instruction itsued by the Managing Committee communicated through the bead of the instruction from time to
- The management of the second secon
- You are advased to report to doty on 26.05.2022. M. Sumphile
 - Appointment Authority You are advised to sign the certificate below and report to duty as mentioned, failing which the appointment stands lapsed or cancelled.
 - CERTIFICATE OF ACCEPTANCE

Having read the terms and conditions mentioned above, Lacknowledge to abrie by them / any of these modified and longific into here from time to time in the interest of the institution. I thus the management for the opperaturity sectoded to me and resonise that 1 shall strive hard to come up to its expectations in all my endeavors. Thereby join the duty from,

Place NAMAKKAL Date: 26 06 2022

ENDORSEMENT

W. Smith Bith Signature of the Applica



(A Unit of Sri Lakshmi Educational Foundation)



Ref No: NPS/2021-22/412

Date: 30/09/2021

To

KUM . VANITHA R

Appointment Order

With reference to your application and subsequent interview by the selection Committee for the post of Faculty Member for our School, I am happy to inform you that you have been appointed for the same. The period of probation will be one year. Salary will be given as per norms.

"With Best Wishes"

CHAIRMA



(A Unit of Sri Lakshmi Educational Foundation)



Ref No: NPS/2021-22/411

Date: 30/09/2021

To

KUM . SRI SHOBIA S P

Vanitha

<u>Appointment Order</u>

srisobika

With reference to your application and subsequent interview by the selection Committee for the post of Faculty Member for our School, I am happy to inform you that you have been appointed for the same. The period of probation will be one year. Salary will be given as per norms.

"With Best Wishes"



DEN 2010 ET4555 THE Woodlands But #01 ET Woodlands But Syngagore 757535

19 May 2022

EMPLOYMENT AGREEMENT

This Employment Agreement is made on 19 May 2022 between OK consultancy PEE LTD theremather referred to a vite "Company" and Hajira began, Authour No.6287 3440 4468 (herein after referred to as the "Employee") externing the Agreement (here-outlin referred to as the "Employee").

The tents and conditions are a following

imployee Name:	Hasra Begom
Pasition	11 Reprinted
Role Type	Permanent
Commencement Date:	23th May 2022
Annual & Sick Leave	Bidays Annual Leave & 12 Days Sick Leave
Base Location:	Normakkal Beards
Intern Pay / Duration	8000 INR / 2 months
Basic pay After Confirmation)	12,000 INR
Performance Bonus	Performance bonus (Rs 5000) will be given on each successful candidate glacement. Bonus amount will be criedited to employee account in half yearly basis
Normal Working hour	40 Hours werel (Monday - Finday Barn - Si OD pm (ST) Saturday is half working day. [Alternative weeks]
Lock in Period	24 months
Payment Date:	10 th ef every month .
Probation period	a muntha

Roles Responsibilities
 Screen resumes and property is added by inferences, and manager candidates throughout interview
 process how providing or default interview is nonscript with find after negetation
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other benefits, must not be disclosed to anyone, unless a specific written authorisation is obtained from the Company

- other brenchs, must not be disolated to anyone, unless a specific written automation is obtained from the Company. During your employment with the Company, our will have access to and will acquire knowledge of conflictuation and proper tary information intraining to the Company and the Client. Accordingly, you agree that you will never disclose, post, use, publish, or in any other manner receil the information directly or indirectly, to any pessin, frank, incorporation or any other form of business angain station of arrangement both during the employment und after the termination of form employment, unless a specific warrait and/ensitients to estimate the termination of information directly or indirectly or an entry of the apartner, client or insures of the Company, tor a period of 1 (any lear from the date of termination and solid relative) are indirectly and inter the termination of indirectly or in and date of the company. The apartner, client or insures of the Company, for a period of 1 (any lear from the date of termination of your employment wate the Company, you will not solid any dense, resonance, solidanti, continers, and the Company and the Company of a period that in the Company and the solidant termination. Too agree to sign (Conflict any dense, resonance, solidanti, continers, and the company to reflect your obligations as set out above, in the extend of your fouring with company to reflect your obligations as set out above. In the extend of a breach of this diaxout, the Company to reflect your obligations as set out above. In the extend of a the diaxout, the Company reserves the right to set any regal remedy. .

5. OUTSIDE EMPLOYMENT AND PRIVATE PRACTICE You shall not, without the prior written consent of the Company, angage or be concerned with or have interests directly or indirectly in any business whatboever as principal, partwire, agent, employee - of any person, firm, company, cooperation or any part of any offsher body whatboever during the term of this employment. Non-compliance with regard to this clause, may result in termination of this Agreement.

COMPANY AND CLEENT POLICIES You are required to comply with all internal policies of the Company and the Cleent. The Company reserves the right to change the internal policies at any time inits absolute discretion.

CONDUCT AND DISCIPLINE During your employment, you are expected to conduct yourself in a professional manner at all times and carry out your duties and responsibilities to the high standard achieved throughout the Company and the Clemit.

Canonymerc Agreement - On Canadiany Pro Lee This Agreement most not be harmbered in white of in juni, in any family of barre many website or written canader (hor the Canony

UEN: 201941341M 190 Woodlands Bizhub, 803 11 Woodlands Industrial Park ES Singapore 757516

- Work and form relationships with internal management teams to inow the vis and outs of their departments and better understand their training rends and gob specifications.
 Drevelop and release ob possings on a platform, such as social media and job boards.
 Utilize knowledge of multiple recruiting sources and execute enrowative recruiting strategies to find quality condicates and project for new burnest.
 RPI Metrics on the measured based below.
 Mits 5 potential profiles submitted.
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 Respling tracker where

- 2. Termination / Resignation: The company resents the right to terminate the services by giving 3 month notice of Salary in like of activity notice as to be decided at the discretion of the management. Further, the company may at its discretion terminate you from such date as it may don't the even prior to the score of notice period artifoxi data up under some circumstances such an une performance, decidentiant, giorands etc... If the employee whiles to resign his/her employment, he/she can do so by giving 3 (three) month notice, in avering, or 3 (three) month notice, in avering, or 3 (three) month notice, in avering, or 3 (three) month notice, in avering the full her of the disorder to the management whether that accept the LTC in head 5 such notice. If the employee whites to resign his/her employment, he/she can do so by giving 3 (three) month notice, in avering, or 3 (three) the LTC in head 5 such notice. If the employee whites to resign noting a such acception thus/her employment, he/she can do so by giving 3 (three) month notice, no writing, nice a case to such notice however, it is the disorted to the management whether that acception the disorted notice in avering in such a case we can elively the termborse the training circuit (Lakh) and expense incurred on you by the company.

Leave Entitlement and other policies.
 You will be entitled to leave, as por the company policies and the procedures as applicable from time to time. You will be governed by policies, procedures, rules & regulations of the company as applicable, enforced, amended or alerted from time to time during the course of your employment.

Confidentiality, Non-Compete & Non-Selficitation
 Confidencially
 Tourmust treat all information around in the course of your employment as strictly
 confidential. At all same, the terms of your employment with the Company, including Salary and
 confidential.

Explanation (Approximate 10) for constraining the LTM and a second secon



UEA 201931343M 190 Woodlands Birhub, #03-11 Woodlands Industrial Park 75 Singapore 252516

ACCEPTANCE If you are agreeable to the terms as set out in this Agreement, please agai and return the spreet ropp on 20 th May 22. On behalf of OK Consultancy Pre-15d. Houk forward to your acceptance of our offer, and beginning our success singleter.

1000

.

SIGNED for and on behalf of OX CONSULTANCY PTE LTD



tame Hapra Begam Date



APPOINTMENT ORDER



With reference to your Application dated on 24.04.2022 and the subsequent interview held at NAMAKKAL. The Management is pleased to affer you the post of PRIMARY MOTHER TACHER at Namablal a CTC (Cost of Company) of Re1.0000.per month in works ELENTER. THOUSAND RUPERS ONM, for period of one year on prohation / adhoc-basis provided the following terms and are acceptable to you

: K.BALASUBRAMANIAM : B.A., ENGLISH

16/05/2002

:26.05.2022

Your Appointment is Contingent upon the Following Conditions:

LD NO.SCTS/00/21-22

b) S/0/W/0/D/0

c) Qualification d) Department / Designation

e) Date of Birth

f) Date of Joining

of the Applicant

- Vour minimum completion period of service should be one full Academic Year. However, if your service, action and comments are found detrimental to the institution on if your service your services action with the minimum completion period. The provide the provide the mendiated to the minimum service set without assigning any reason. On the basis of your period to be not improving or showing provide in your period to be not improving or showing provide in your period to be not improving or showing provide in your performance, You are fund to remember the provide your work continues and its found satisfactory. However, the grant of increment is not warranted in adverse cases of report and result.
- and result. Your services to the institution(s) must be in strict adherence to the nature of work / timings/ leaves / Holidays etc., as adopted by the concerned place of work from time to
- time, the employee shall teach for 6(5ix) periods per day of 36 periods per week and attend to counseling of students for a minimum of 6(3ix) hours in a week.
 Tou shall be given teaching periods, invigilation, substitutions, paper correction work etc., as a part of your role. The feaching periods and workidoad allocation is in the discretion of Principal keeping in view the need. It may vary on case to case basis.
 You will not be allowed to lake up any full-time / part-time services in any other organization or institution on to be allowed to lake up any full-time / part-time services in any other organization or institution example working bours without prior permission of the Principal you shall devate your whole time effort to the service of the institution and are accepted to carry out the instructions of the Principal in the stabilization of the system and the growth of the institution.
 You are not permitted to take tuitions outside before or after working hours of the school.

- You are entitled for 12 days if casual leaves only per annum. Leaves availed for more than two days during the same calendar month incur less of pay.
 Teachers must apply leave well in advance. Leave informed on the same day will be considered loss of pay.
 Leave applying a day before or a day after the holidays, then those will also be considered leaves.

- leaves. You are not supposed to apply leave during examinations, important days and meetings. Teachers are not supposed to use cell phones in the class rooms or in the corridors. You will not be permitted to resign during the academic year except under very special circumstances, in which case, you shall give the three months' notice or pay in lieu of. However under any circumstances, if you are leaving in the middle of the academic year you used to pay the amount expended on you for the subject training workshop(s) that you attended. 111

- attended. You shall not indege vourself in any political you take singlest training V You shall not indege yourself in any political you antisocially antisocially antisocial trainattudinal/ traile union automatically without any abligation arevice failing which your services stand terminated automatically without any abligation transactions / business with other staff members. Management will not be responsible for nuch transactions. You will maintain each able of all the erganization proprietary information, including customer information, patents, finances etc., unless disclosure is specifically required for statutory propose. You shall indicates any clange of address within a week from change of your present Yours taked retex.
- residential address. You shall abide by the rules and regulations of the Institution and the instructions issued by the Managing Committee communicated through the head of the institution from time to
- Time.
 Your services are transferrable. You may be transferred to any of the branches / institutions run under the managing committee at any time on prior infination. However, transfers on individual's request are no obligation in this regard.
 Management has all rights to terminate any staff member without giving prior notice if found guilty in misappropriation of funds, misbehavior and violation of rules and regulations.
 You are advised to report to duty on: 26.05.2022
- M. Gunch bah

You are advised to sign the certificate below and report to duty as mentioned, failing which the appointment stands lapsed or cancelled.

CERTIFICATE OF ACCEPTANCE

Having read the terms and conditions mentioned above, I acknowledge to abide by them / any of those modified and brought into force from time to time in the interest of the institution. I thank the management for the opportunity extended to me and promise that I shall strive hard to come up to its expectations in all my endeavers.

Thereby join the duty from: Place: NAMAKKAL Date: 26/05/2022

ENDORSEMENT:

B. Jaling .



(A Unit of Sn Lakshmi Educational Foundation)

Ref No: NPS/2022-23/436

Date: 21/07/2022

To

KUM. HARINI, P

Appointment Order

With reference to your application and subsequent interview by the selection Committee for the post of Faculty Member for our School, I am happy to inform you that you have been appointed for the same. The period of probation will be one year Salary will be given as per norms.

"With Best Wishes"





Affiliated to CBSE, New Delhi, Affn. No.1930261 (A Unit of Sri Lakshmi Educational Foundation)

National Public School Senior Secondary

Ref No: NPS/2022-23/437

To

KUM. MOHANA. A <u>Appointment Order</u>

With reference to your application and subsequent interview by the selection Committee for the post of Faculty Member for our School, I am happy to inform you that you have been appointed for the same. The period of probation will be one year. Salary will be given as per norms.

"With Best Wishes"



Veppanatham, Vagurampatty, Vasanthapuram (po), Trichy Road, NAMAKKAL - 637 002. Tamil Nadu.

Date: 21/07/2022



(A Unit of Sri Lakshmi Educational Foundation)

Ref No: NPS/2022-23/435

Date: 21/07/2022

To

KUM. SHOWBARANIKA. S.A. <u>Appointment Order</u>

With reference to your application and subsequent interview by the selection Committee for the post of Faculty Member for our School, I am happy to inform you that you have been appointed for the same. The period of probation will be one year. Salary will be given as per norms.

"With Best Wishes"

CHAIRMAN

Veppanatham, Vagurampatty, Vasanthapuram (po), Trichy Road, NAMAKKAL - 637 002, Tamil Nadu.

MUTHUSAMY CR <crmuthu1940@gmail.com>

Fwd: Agent Appointment Letter 1 message

M Gmail

20PMA1329 Deepa. M <deepamanoharan05@gmail.com> To: crmuthu1940@gmail.com

Wed, Dec 8, 2021 at 7:35 PM

- Forwarded message -From: <cshelpdesk4@ageasfederal.com> Date: Mon, 29 Nov 2021, 4:43 pm

Subject: Agent Appointment Letter

To: <deepamanoharan05@gmail.com>

Cc: <channel.support@ageas/ederal.com>, <amit.mourya@ageas/ederal.com>, <vikram.koli@ageas/ederal.com>

29 Nov. 2021

Deepa M 2/274-21, Cheran nagar Paarai thottam Chinnamudalaipatti Mudalaipatti Namakkal Tamil Nadu India Pincode:637003 Contact no:9442730988 Advisor Code: 1000159384 Branch:1100 -SALEM

Re: Your appointment as Wealthsurance® Advisor of Ageas Federal Life Insurance Co. Ltd. (the Company)

Dear Deepa M,

This is in furtherance to your successful completion of the requirements mandated by the Insurance Regulatory and Development Authority of India (IRDAI) to act as an insurance agent.

The Company is glad to appoint you as a Wealthsurance® Advisor to solicit and procure life insurance business. Your appointment shall be with effect from 29 Nov, 2021 and is subject to the terms and conditions prescribed herein and the additional conditions specifically mentioned in Annexure A, which may be modified by the Company from time to time.

Your Wealthsurance® Advisor Code No is 1000159384. Kindly mention this code number in all your future correspondences.

You will be reporting to Nivetha K Agency Leader . The Company reserves the right to change your reporting from the above and attach you to another reporting manager. Such change shall be communicated to you.

This appointment letter incorporates by reference the Terms & Conditions and the same will be applicable for this appointment.

Yours sincerely, For Ageas Federal Life Insurance Company Limited (Formerly known as IDBI Federal Life Insurance Com Ltd.)

Ronald Fernandes Designated Official

Declaration by Wealthsurance® Advisor

nave read and understood this letter of appointment and the enclosed Terms and Conditions. I have also nare and understood the Code of Conduct stated in Annexure C hereto and agree to abide by the Code of conduct.

Wealthsurance® Advisor

Deepa M. Append the message with the disclaimer Visit us at http://www.ageasfederal.com

This e-mail (including any attachment) is transmitted for the intended recipient only and its contents are provided for information purposes only. Any review, re-transmission, conversion to hard copy, copying, reproduction, circulation, publication or dissemination of the contents of this message and any attachments by persons other than the intended recipient is strictly prohibited. If you have received this message in error, please contact the sender and delete this message and attachments from any computer, disk drive, diskette or other storage device or media. Neither AGEAS Federal Life Insurance Co Ltd. (Corporate Identity No. (CIN) U66010MH2007PLC167164; IRDA Regn No. 135) nor any of its associated, affiliated or otherwise connected companies ("Associated Companies") assumes any lability whatsoever for the contents of this e-mail and, without prejudice to the generality of the foregoing, nether AGEAS Federal Life Insurance Co Ltd nor any of its Associated Companies makes any warranties or representations as to the accuracy and completeness of any information contained in this e-mail. Before opening any attachment please check them for viruses, spam and defects.". If the disclaimer can't be applied, attach the message to a new disclaimer message.

3 attachments noname 40K noname LOK You Terms&Conditions.pdf 252K

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29 Nov, 2021

Kalaimathi B 6/265. Samathuvapuram Mettupatti Namakkal Tamil Nadu India Pincode:637020 Contact no:8610764392 Advisor Code: 1000159383 Branch: 1100 -SALEM

Re: Your appointment as Wealthsurance® Advisor of Ageas Federal Life Insurance Co. Ltd. (the Company)

Dear Kalaimathi B.

This is in furtherance to your successful completion of the requirements mandated by the Insurance Regulatory and Development Authority of India (IRDAI) to act as an insurance agent.

The Company is glad to appoint you as a Wealthsurance® Advisor to solicit and procure life insurance business. Your appointment shall be with effect from 29 Nov 2021 and is subject to the terms and

conditions

prescribed herein and the additional conditions specifically mentioned in Annexure A, which may be modified by the Company from time to time.

Your Wealthsurance® Advisor Code No is 1000159383. Kindly mention this code number in all your future correspondences.

You will be reporting to Nivetha K Agency Leader . The Company reserves the right to change your reporting from the above and attach you to another reporting manager. Such change shall be communicated to

you.

This appointment letter incorporates by reference the Terms & Conditions and the same will be applicable for this appointment.

Yours sincerely, For Ageas Federal Life Insurance Company Limited (Formerly known as IDBI Federal Life Insurance Com Ltd.)

Ronald Fernandes Designated Official

29 Nov. 2021

Priya P 126/2, Annanagar Gandhipuram Sendamangalam Namakkal Tamil Nadu India Pincode:637409 Contact no 6380228681 Advisor Code 1000159385 Branch: 1100 -SALEM

Re: Your appointment as Wealthsurance® Advisor of Ageas Federal Life Insurance Co. Ltd. (the Company)

Dear Priya P.

This is in furtherance to your successful completion of the requirements mandated by the Insurance Regulatory and Development Authority of India (IRDAI) to act as an insurance agent.

The Company is glad to appoint you as a Wealthsurance® Advisor to solicit and procure life insurance business. Your appointment shall be with effect from 29 Nov, 2021 and is subject to the terms and conditions prescribed herein and the additional conditions specifically mentioned in Annexure A, which may be modified by the Company from time to time.

Your Wealthsurance® Advisor Code No is 1000159385. Kindly mention this code number in all your future correspondences.

You will be reporting to Nivetha K Agency Leader . The Company reserves the right to change your reporting from the

above and attach you to another reporting manager. Such change shall be communicated to you.

This appointment letter incorporates by reference the Terms & Conditions and the same will be applicable for this appointment.

Yours sincerely, For Ageas Federal Life Insurance Company Limited (Formerly known as IDBI Federal Life Insurance Com Ltd.)

Ronald Fernandes **Designated Official**

Declaration by Wealthsurance® Advisor

I have read and understood this letter of appointment and the enclosed Terms and Conditions. I have also read and understood the Code of Conduct stated in Annexure C hereto and agree to abide by the Code of Conduct.

Wealthsurance® Advisor

Priya P. Append the message with the disclaimer 'Visit us at http://www.ageasfederal.com

https://mail.google.com/mail/u/0/?tab=rm&ogbl#inbox/FMfcgzGllMKDBNrNISgQHqFfxt.QKGsvZ

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------Forward



GLOBAL WECONNECT TECHNOLOGIES INTERNSHIP OFFER LETTER

Date: 15-04-2022

Hi Kirubhanidhi K,

We are glad to inform you that your application for the position of a **Trainee Data Analyst** has been accepted by the Recruitment Team, and you have been selected for the internship in our company.

This letter is regarding your internship application as of 15-04-2022. The recruitment team has expressed a positive response and confidence, and you are one of the best candidates from the rest of all the applicants. Session and terms of internship have been discussed earlier as well.

As you know it may be a very bustling time, we advise you to be mentally and physically equipped, and of course, you can get along with our expectations.

Note: Your Joining Date will be **20-04-2022**. This offer holds valid for 2 weeks. If you are falling to join us in the expected period, this opportunity will be invalid and considered as oblivion and unoccupied.

To accept the company's offer, kindly confirm with your signature and date this letter. If you have any further queries or any information required, please reach us at below contact details.

With best wishes,

S. Abinaya Indhy

Abinaya Sindhu

HR Manager | GWC Technologies

Contact No: +91-9986168512

Mail ID: indiahr@gwcteq.com

Accepted on: / /

Signature:_____

Name

Annexure -1

Submission of Documents: You need to scan all the original documents and upload in the link provided to you by the offer team. At the time of joining, photocopy of the following documents should be submitted. Please carry any 4 of original copies for verification.

- 1. SSLC/ 10th Mark Sheet
- 2. PUC/ PDC/ +2 Mark Sheet
- 3. Degree/ Graduation Certificate/ Convocation Certificate
- 4. Degree/ Graduation Marks cards (All Semesters or consolidated)
- 5. Certificates of any other Qualification (If Any)
- 6. Copy of Passport
- 7. Copy of PAN Card
- 8. Copy of Aadhar Card
- 9. Passport size photographs 4
- 10. Copy of updated resume

Accepted on: / /

Signature:_____

Name:

