



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecmm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr/ Ms:

Aadhi Shankar SM - 03

Salem

Ph: 637 9010767

Dear: Mr. Aadhi

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate with Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

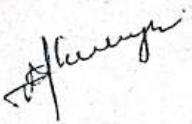
The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted.



15/03/24.

Letter Of Intent

Date: 3-2-2024
Dear AARTHI R - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:



- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: R. A. I.

Name: R AARTHI

Date: 03.02.2024



Offer: Computer Consultancy

Ref: TCSL/DT20234408843/Chennai

Date: 13/01/2024

Ms. Abinaya R
31/16Bajanai Mada Street,
Fort, Namakkal.,
Namakkal-637001,
Tamil Nadu.
Tel# 91-8072023301

Dear Abinaya R,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TCSL/DT20234408843

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizably absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Abinaya R |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Offer: Computer Consultancy

Ref: TCSL/DT20234408793/Chennai

Date: 13/01/2024

Ms. Abinaya R
6/77 Salem Main Road,
Veppilaipatty,
Salem-636115,
Tamil Nadu.
Tel# 91-9345804223

Dear Abinaya R,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TCSL/DT20234408793

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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TATA CONSULTANCY SERVICES

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415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Abinaya R |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Date: 14.2.2024

Mr/Ms/Mrs Abirami.C

Dear Abirami,

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.8.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- Six (6) passport size color photographs, for our records.
- Photocopy of your Aadhaar Card with number
- Proof of Address (Current and Permanent)

Yours sincerely,



NAME: **Kiran Kumar G**
DESIGNATION: **Deputy General Manager(HR)**
Sagility India Private Limited

Accepted by:

Signature: C. Abirami
Name: Abirami.C
Date: 14.2.2024
Place: Rasipuram

Encl: Annexure - I & II

| ANNEXURE II - SALARY & ALLOWANCES | | | | |
|---|---|--------------------------------|---------------|-----------------|
| Candidate Name | | | | |
| Designation | Abirami | | | |
| Grade | Trainee Process Consultant | | | |
| Components | PC2 | Location | chennai | |
| | | w.e.f. DOJ | Monthly | Annual |
| Basic | | "A" FIXED | | |
| House Rent Allowance | | | 5,480 | 65,760 |
| Shift Allowance | | | 2,192 | 26,304 |
| Skill Allowance | | | 5,000 | 60,000 |
| "A" Sub-total - Gross Pay | | | 13,695 | 1,64,340 |
| | | "B" RETIRAL BENEFITS | | |
| Advance against Statutory Bonus | | | 1,096 | 13,152 |
| Provident Fund - Employer's Contribution | | | 1,380 | 16,560 |
| Gratuity | | | 264 | 3,168 |
| ESIC Contribution - Employer's Contribution | | | 481 | 5,772 |
| "B" Sub-total - Retiral Benefits | | | 3,221 | 38,660 |
| Total Salary Cost (A+B) | | | 16,916 | 2,03,000 |
| | | "C" VARIABLE PAY | | |
| Performance Incentives (@ 100% of given achievement targets) | | | 1,000 | 12,000 |
| "C" Sub-total - Variable | | | 1,000 | 12,000 |
| Total Cost to Company (A+B+C) | | | 17,916 | 2,15,000 |
| | | "D" INSURANCE / OTHER BENEFITS | | |
| Total Cost to Company: (A+B+C+D) | | | 17,916 | 2,15,000 |
| Net Salary* | | | 13,100 | 1,57,200 |
| * This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF for ESI) or tax laws or any changes in the compensation | | | | |
| Benefit / Scheme | Description | Value / PA | | |
| Performance Incentives | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | Rs. 12,000 p.a** | | |
| Subsidized Transport Service | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be cashed if not availed. | Rs. 24,000 p.a** | | |
| Group Insurance in Lieu of EDLI (Under PF Act) | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 1,200,000 p.a** | | |
| Group Personal Accident | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| Group Term Life | You are covered under Group Term Life Insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| ESIS Scheme | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | As applicable* p.m | | |
| Gratuity | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act in the event of demise or permanent disability of an employee. | As applicable* | | |
| Advance against provisional minimum statutory bonus | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the | As applicable* | | |
| Provident Fund | You will be covered under Employees Provident Fund (EPF) Scheme under PF Act. | As applicable* p.m | | |
| Income Tax | Appropriate income tax would be deducted in the payroll every month. | As applicable* p.m | | |
| Professional Tax | If any as per the applicable rules in your state. | As applicable* p.m | | |

* Statutory Schemes are subject to change as per the Law from time to time.
 ** These are voluntary schemes offered by the Employer, which may change including withdrawal at any time without any notice.



ABIRAMI - C
 Candidate Name:

Date: 14.2.2024

NAME: Kiran Kumar G
 DESIGNATION: Deputy General Manager (HR)
 Sagility India Private Limited

1 As per ESIC, family means all or any of the following relatives of an insured person namely: (a) spouse, a minor or legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason of any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and dependent parents



JOB OFFER LETTER

22 Jan'2024

Dear Abirami, N,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

PVR ENTERPRISES
Human Resource Solutions & Services


Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



JOB OFFER LETTER

22nd Jan'2024Dear R. v. Akalya,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr. Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

**PVR ENTERPRISES**

Human Resource Solutions & Services

R. v. Akalya
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

Letter Of Intent

Date: 3-2-2024
Dear ANBUSELVAN C - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *C. Dany*
Name: ANBUSELVAN.C
Date: 03/02/2024



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : ANITHA K

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - o Ration Card
 - o Passport
 - o Driving License
- Photocopy of ID Proof (Any One)
 - o Passport
 - o Driving License
 - o Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: K. Anitha Signature: K. Anitha Date: 09.3.2024



placement muthayammal <placement@muthayammal.in>

RE: (External Mail): Fwd: MakeMyTrip E-Ticket for Booking ID NU212011067664844

1 message

Reny George <Reny.George@omegahms.com>
To: placement muthayammal <placement@muthayammal.in>

Thu, Dec 14, 2023 at 4:40 PM

Hi Sir,

Please find below the list of candidates are got selected during the campus connect.

| | | | | | | | | | | | | | |
|----|-----|-----------|----------------------|---------------------|-----------|-----------|--------|------------------|--------------|---------------|---------------------------|------|--|
| 1 | CBE | 13-Dec-23 | Anto Michael - 13993 | Anitha X | Trainable | 19-May-04 | Female | Campus interview | 637-409-1983 | 21-MUCS-100Y | Vennandur, Namakkal | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 2 | CDE | 13-Dec-23 | Anto Michael - 13993 | Arundhati K | Trainable | 7-Nov-03 | Female | Campus Interview | 936-025-5902 | 21-MUST-1301 | Orathanadu, Thanjavur | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 3 | CBE | 13-Dec-23 | Anto Michael - 13993 | Deepika R | Trainable | 17-Aug-03 | Female | Campus Interview | 863-889-7420 | 21-MUMB-100A | Thalambadi, Namakkal | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 4 | CBE | 13-Dec-23 | Anto Michael - 13993 | Janani VM | Trainable | 8-Mar-00 | Female | Campus Interview | 852-399-0975 | 22-MPGT-1007 | Namagripettai, Namakkal | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 5 | CBE | 13-Dec-23 | Anto Michael - 13993 | Maragatham T | Trainable | 11-Jan-04 | Female | Campus Interview | 638-262-9477 | 21-MUCC-1026 | Rasipuram, Namakkal | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 6 | CDE | 13-Dec-23 | Anto Michael - 13993 | Rafiya Nizam | Trainable | 2-Jun-04 | Female | Campus Interview | 737-332-4252 | 21-MUCA-1029 | Mettur Dam, Salem | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 7 | CDE | 13-Dec-23 | Anto Michael - 13993 | Rajesh R | Trainable | 24-Jun-04 | Male | Campus Interview | 805-651-9853 | 21-MUCM-1042 | Virudhachalam, Cuddalore | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 8 | CDE | 13-Dec-23 | Anto Michael - 13993 | Ranya M | Trainable | 15-Jan-04 | Female | Campus interview | 936-167-0588 | 21-MULM-1029 | Valapady, Salem | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 9 | CBE | 13-Dec-23 | Anto Michael - 13993 | Renukadevi A | Trainable | 28-Jun-04 | Female | Campus interview | 967-613-3775 | 21-MUPH-1913 | Pettanackampalayam, Salem | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 10 | CBE | 13-Dec-23 | Anto Michael - 13993 | Susmitha Srinivasan | Trainable | 19-Feb-04 | Female | Campus Interview | 637-906-1166 | 21-MUCC-5001 | Tiruchengode, Namakkal | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 11 | CBE | 13-Dec-23 | Anto Michael - 13993 | Varunya J | Trainable | 20-May-04 | Female | Campus Interview | 638-366-9049 | 21-MUST-09711 | Thuraiyur, Tiruch | 2024 | Muthayammal College of Arts & Science, Rasipuram |
| 12 | CDE | 13-Dec-23 | Anto Michael - 13993 | Vijitha Meenakshi N | Trainable | 18-Sep-03 | Female | Campus interview | 934-527-6376 | 21-MUMB-1061 | Erumapatti, Namakkal | 2024 | Muthayammal College of Arts & Science, Rasipuram |

Note:- All the shortlisted students have to take up versant test before onboarding.

Thanks & Regards,

Reny George

Manager | Talent Acquisition | HR

Omega Healthcare Management Services Pvt. Ltd.

Phone (US) : +1 323-284-9344 Extn. 7611

Mobile: +91 7550184422

reny.george@omegahms.com

your success is our success



www.omegahms.com



From: placement muthayammal <placement@muthayammal.in>
Sent: Saturday, December 9, 2023 3:38 PM

https://mail.google.com/mail/u/0/?ik=1afc6b099f&view=pt&search=all&permthid=thread-f:1785255408566390350&simpl=msg-f:1785255408566390350



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/ Ms. Arul. R. U
Salem
P. No: 934 2466 841

Dear: Arul

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

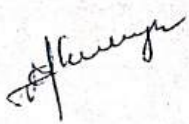
The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted
R. Arul
15/03/2024

Letter Of Intent

Date: 3.2.2024
Dear ARUNKUMAR A - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: A. Arunkumar

Name: A. Arunkumar.

Date: 3.2.2024

Letter Of Intent

Date: 3.2.2024
Dear ASWIN R - B.S.C.C.S

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

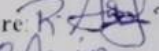
Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: R. Aswin
Date: 03.01.2024



Offer: Computer Consultancy

Ref: TCSL/DT20234642182/Chennai

Date: 13/03/2024

Mr. Aswinkumar M
246/3Thirumanur,
Thirumanur,
Salem-636202,
Tamil Nadu.
Tel# 91-9361297987

Dear Aswinkumar M,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234642182

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234642182

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards the Provident Fund as per the provisions of the said Act.

You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

Gratuity

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the



offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or in extended working hours depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's



Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

"TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or connect remotely as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.



11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned in this offer letter.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.



15. Retirement

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number **19**. Submission of documents.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the



documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card



20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job



rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Aswinkumar M |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| <p>AHMEDABAD TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat. India</p> | <p>BHUBANESWAR TCS XP HR Lead Tata Consultancy Services, Kalinga Park Talent Development Block Barabati Building. IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024.</p> |
| <p>BANGALORE TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p> | <p>CHENNAI XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p> |
| <p>DELHI XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303.India</p> | <p>HYDERABAD XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh.</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP & GP, Kolkata, West Bengal 700091.</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p> |
| <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India.</p> | <p>NAGPUR TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p> |
| <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p> | <p>TRIVANDRUM TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p> |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its client's premises or remotely as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares his remote location with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at that might exist at the remote location which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024

Dear BADRISH KRISHNA S - BSC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *S. Badresh*

Name: S. BADRESH KRISHNA

Date: 3.2.2024

Letter Of Intent

Date: 3-2-2024
Dear **BUVANESHWARAN K - BSC CS**

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: **K. B. S.**
Name: **BUVANESHWARAN .K**
Date: **03/02/2024**

**JOB OFFER LETTER**

22 Jan'2024

Dear P. Deepa,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

**PVR ENTERPRISES**

Human Resource Solutions & Services

P. Deepa
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/Ms. Deepashri S - U
Salem
Ph: 8681917866

Dear: Deepashri,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

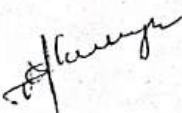
The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

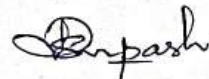
Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted



15.03.2024



Offer: Computer Consultancy

Ref: TCSL/DT20234408839/Chennai

Date: 13/03/2024

Ms. Deepika M Deepika
55c/17, Abirami Nagar, Koneripatti North Block No1, RasipuramSamy Apartment Near,
Samy Apartment Near,
Rasipuram-637408,
Tamilnadu.
Tel# -

Dear Deepika M Deepika,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234408839

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234408839

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards the Provident Fund as per the provisions of the said Act.

You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

Gratuity

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the



offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or in extended working hours depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's



Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

"TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or connect remotely as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.



11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned in this offer letter.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.



15. Retirement

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number **19**. Submission of documents.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the



documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card



20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job



rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|--------------------------|
| Name | Deepika M Deepika |
| Designation | Graduate Trainee |
| Institute Name | Others |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| <p>AHMEDABAD TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat. India</p> | <p>BHUBANESWAR TCS XP HR Lead Tata Consultancy Services, Kalinga Park Talent Development Block Barabati Building. IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024.</p> |
| <p>BANGALORE TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p> | <p>CHENNAI XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p> |
| <p>DELHI XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303.India</p> | <p>HYDERABAD XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh.</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP & GP, Kolkata, West Bengal 700091.</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p> |
| <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India.</p> | <p>NAGPUR TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p> |
| <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p> | <p>TRIVANDRUM TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p> |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its client's premises or remotely as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares his remote location with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at that might exist at the remote location which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



JOB OFFER LETTER

22nd Jan'2024

Dear Deepikaviji R.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumdhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30th, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services


Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

Letter Of Intent

Date: 3.2.2024

Dear DHANAPRIYA V - B.S.C CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 - 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *[Handwritten Signature]*

Name: DHANAPRIYA V

Date: 03.02.2024



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/Ms. Dhanush. S - G

Salem

Ph: 638 0651686

Dear: Dhanush,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate with Indecomm Business Services (India) Private Limited** and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head – Talent Acquisition

Accepted

Dhanush S

15/03/2024.



JOB OFFER LETTER

Jan'2024

Dear G. Dhanusu

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at **Foxconn Hon Hai Technology India Mega Development Private Limited** with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

G. Dhanusu
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Offer: Computer Consultancy

Ref: TCSL/DT20234312449/Chennai

Date: 13/03/2024

Ms. Dharshini Kokilavani M K
6/86Vattamalai Colony,
Chennagiri(Po), Attayampatty,
Salem-637501,
Tamil Nadu.
Tel# 91-8072389717

Dear Dharshini Kokilavani M K,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234312449

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234312449

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards the Provident Fund as per the provisions of the said Act.

You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

Gratuity

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the



offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or in extended working hours depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's



Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

"TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or connect remotely as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.



11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned in this offer letter.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.



15. Retirement

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number **19**. Submission of documents.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the



documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card



20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job



rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Dharshini Kokilavani M K |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| <p>AHMEDABAD TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat. India</p> | <p>BHUBANESWAR TCS XP HR Lead Tata Consultancy Services, Kalinga Park Talent Development Block Barabati Building. IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024.</p> |
| <p>BANGALORE TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p> | <p>CHENNAI XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p> |
| <p>DELHI XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303.India</p> | <p>HYDERABAD XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh.</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP & GP, Kolkata, West Bengal 700091.</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p> |
| <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India.</p> | <p>NAGPUR TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p> |
| <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p> | <p>TRIVANDRUM TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p> |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its client's premises or remotely as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares his remote location with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at that might exist at the remote location which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Letter Of Intent

Date: 3.2.2024
Dear DHARSHINI R - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: Dharsini R

Name: Dharsini R

Date: 03.02.2024



Ref : TEP / 2024 / OFR / 0595

Date : 13.02.2024

To

NAME: S. DHARUN

REG NO: 21MUCS1098

COLLEGE: MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE,
RASIPURAM

Sub : Offer of Apprenticeship - reg.

Ref : Your application dt 13.02.2024

We are pleased to inform you that you have been provisionally selected for One year as Apprentice at our Factory. You can join as Apprentice during JULY 2024. Change, if any in the date of joining will be intimated to you over phone.

You will be paid a stipend of Rs.16300/- per month which includes Rs.1500/- for Attendance & Shift allowance subject to submission of Provisional certificate. Also you will be extended Uniform & Safety Shoes. Canteen facility at free of cost.

Please ensure that you have passed all subjects and have Provisional Certificate (Original). Also, you shall bring Two sets of Xerox copy of your 10th, 11th and 12th std, Diploma Provisional Certificate, Mark sheets, Aadhar card (Self, Father & Mother), PAN card, Four Passport and Two stamp size colour photograph, Medical/Fitness Certificate, Savings bank account (KYC updated) in any nationalized bank at the time of joining.

You shall adhere to the rules and regulations of the Company and maintain good discipline during the period of training.

We look forward to your fruitful association with us.

Thanking you,

Yours faithfully,

For TURBO ENERGY PRIVATE LIMITED

Authorised Signatory

Turbo Energy Private Limited
No. 100, Old Mahabalipuram Road
Paiyanur 603 104
Kanchipuram District
Tamil Nadu, India
CIN : U40107TN1982PTC009363
Phone: +91 44 2742 5716
Fax : +91 44 2742 5577
Email : teppersonnel@turboenergy.co.in
Web : www.turboenergy.co.in

Regd. Office:
"Stoneacre"
67 Chamiers Road
Chennai 600 028
Tamil Nadu, India



Offer: Computer Consultancy

Ref: TCSL/DT20234312553/Chennai

Date: 13/01/2024

Mr. Dharun S A
2/129Mudhaliyar Street,
No. 3. Komarapalayam(Po), Mallur,
Namakkal-636203,
Tamil Nadu.
Tel# -

Dear Dharun S A,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Dharun S A |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



CORIZO

Empowering Tomorrow's Leaders

OFFER LETTER

DATE: 21.02.2024

Dear **DHINAKAR S,**

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment offer with Corizo Edutech.

We take this opportunity in wishing you the very best in your new employment as well as advising you on the following clauses that govern your employment:

1. **Period of Service:** The minimum period of service is **three (3) months** from the date of enforcement of this offer letter. The employee may **choose to extend their employment** via communication verbally as well as via written communication to their reporting HR personnel for an additional period as per their wishes. The **minimum period of service is not negotiable. The first ten(10) days including the day of joining will be "On Job Training" or "Training Period" and will be unpaid.**

2. **Designation** :You shall be employed as a **Business Development Associate (BDA).**

DOJ: 18th March, 2024

3. **Remuneration:** For the duration of your probation period you will be eligible for a compensation of **INR 15,000** which will be fixed and upto **Rs.10,000** will be the variable pay per calendar month.

Please find the following confirmation of your employment.

Probation Start Date: **18/03/2024**

Probation End Date: **18/06/2024**

After Probation Period: You shall be eligible for a remuneration of **INR 400,000 CTC** per annum of service plus an additional amount of **INR 250,000 CTC** as per company policies in the form of incentives and bonus.



4. **Deductions** : The remuneration for any calendar month shall be subject to deduction under the following conditions:

- Unexcused leaves (without prior notice and/or no notice whatsoever)
- Leaves exceeding the prescribed number of leaves for a calendar year.
- Destruction of company property.
- Loss and/or theft of company data which includes but is not limited to leads, raw data, information of clients/prospects and so on.
- Misappropriation of company resources.
- Failing to meet minimum monthly targets.

5. **Roles and Responsibilities:**

- Identify and develop strategic relationships with potential customers.
- Develop a strong pipeline of new customers through direct or indirect customer contact and prospecting.
- Ongoing monitoring and analysis of pipeline to review performance & optimise accordingly to ensure objectives are met.
- Maintaining strong follow-ups and regular feedback calls.
- Creating lead engagement plans and strategy.
- Studying the details of each offering and remaining abreast of updates to these offerings.
- Efficient and effective lead utilisation with consistent follow-ups, low Turn-Around-Time (TAT) and increased connectivity with multiple attempts.
- Update and create tailored client proposals and negotiate further to close the deals
- Building cross-discipline relationships in the organisation, partnering closely with the growth and marketing team, providing feedback and insights.

6. **Intellectual Property Rights:** Any and all research, development or improvement on existing procedure or product shall the intellectual property rights of Corizo Edutech and the employee shall hold no rights to lay claim to or raise any dispute for the same. Any personal resources or patents implemented by the employee during his tenure shall be at the discretion of the employee alone and the company hold no rights to persuade the employee otherwise.

7. **Non-disclosure agreement (1):** The employee shall under no circumstances disclose the workings, data or information of the company to any third party. All data, information which includes but is not limited to information pertaining to employees, clients, collaborated companies, etc. is the sole property of Corizo Edutech and any employee found in breach of this agreement will be subject to punitive action which includes but is not limited to deductions, suspension and termination depending on the severity of the breach.



8. **Non-disclosure agreement (2)**: The employee shall under no circumstance **disclose information or discrepancies pertaining to their salary, incentives, promotions and disputes to any other employee under any circumstance**. Should any breach of this agreement come to light, the employee will be subject to **disciplinary action which includes but is not limited to suspension, deductions and termination** based on the severity of the breach.

9. **Leaves :**

The employee is entitled to a total of **22 paid leaves for 12 months** of service apart from regularly scheduled weekly leaves .

The leave shall be divided into two categories as follows:

- 15 casual leaves (with 24 hours notice and not more than 2 per month)
- 7 sick leaves (with supporting documents)

Additional leaves will be marked as unexcused leaves and will result in loss of pay.

In the case of unavoidable situations such and severe illness, death in the family, etc, the appropriate decision shall be made based on available information and upon discussion with the employee.

11. **Working hours:**

The daily login time for all employees will be **11:00 AM**, a buffer period of 15 mins will be provided in the case of unavoidable circumstances. Any employee reporting after 11:15 AM shall be marked as LOP for half a working day with no exceptions.

Daily break timings are as follows:

2:00 PM to 3:00 PM - Lunch Break

5:45 to 6:00 PM - Tea Break

Logout time for employees shall be 8PM with the exception of meetings, pending work, celebrations and gross negligence of duties.

12. **Work Location:** Bangalore.

13. **Termination:**

The company holds the right to terminate the services of any employee at any point in time. The employee will be provided with a notice of 2 days to complete all hand-over procedures and return company property with includes but is not limited to company property, devices, information, data, ID cards and anything else that may have been issued to the employee during his/her period of service.

You shall not take uninformed leave for more than 3 consecutive days, upon breaching company holds the right to terminate you from your position and your remuneration will be withhold.



CORIZO

Empowering Tomorrow's Leaders

15. Resignation:

Should the employee wish to end his/her service with the company, they shall be required to inform their reporting HR personnel via **verbal and written communication in the form of a mail**. The employee is mandated to serve a **notice period of 30 days**, followed by an "exit interview", from the date of submission of their letter of resignation. Failing to serve the notice period with result in **forfeiture of any due remuneration and issue of pay slips**. **The notice period is non-negotiable.**

By accepting this offer letter you agree to abide by all the aforementioned terms and conditions. You also agree to keep all terms of this agreement confidential to any third party or other **employees under clause 7 & 8**. In addition, you agree to maintain and uphold basic social contracts which do not fall under the jurisdiction of this agreement but upon the character of the employee and strive towards an ideal work environment.

This agreement sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. **Official communication either within the company or outside the company pertaining to this agreement should be through the Human Resource department only.**

To indicate your acceptance, please mail the signed and **scanned soft copy of the offer Letter and the documents** as mentioned below to <radhika@corizo.co.in> within **2 working days** from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of **Corizo Edutech** if we do not receive your acceptance as per the mentioned timeline.

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as setforth above with Corizo Edutech.

Signature: S. Dhinakar

Name: S. Dhinakar

Date: 24.02.2024

Required Documents:

1. Graduation Certificate-Degree mark sheet
2. Colour scanned copy of your photographs
3. Aadhar Card Scanned Copy
4. PAN Card Scanned Copy
5. Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code

Letter Of Intent

Date: 3.2.2024
Dear DHIYAKARS - BSC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: S. Dhivakar

Name: Dhivakar S

Date: 03.02.2024



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr/ Ms. Dinesh Kumar
Salem

Ph: 9363342887

Dear: Dinesh

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.


The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted

P. Dinesh Kumar

15/03/2024

**JOB OFFER LETTER**28th Jan'2024Dear Divya M,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30th, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

**PVR ENTERPRISES**

Human Resource Solutions & Services

Divya.M
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March'24

Mf/ Ms. Geetha S - cs
Salem
Ph - 814 8350724

Dear: Geetha,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

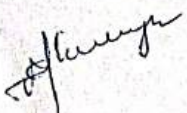
The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

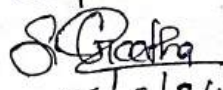
We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted

15/3/24

Letter Of Intent

Date: 3.2.2024
Dear GOKUL G - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

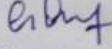
Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: G. GOKUL
Date: 3.2.2024



JOB OFFER LETTER

22nd Jan'2024

Dear V. Dharmasayan

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



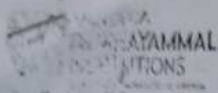
PVR ENTERPRISES

Human Resource Solutions & Services

Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



placement.muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



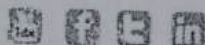
Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| S.No | Online Date | ATS ID | Name | Contact No. | | Gender | Education | Location | State | Ranking Name | Joining Location | Domestic / International | Status |
|------|-------------|--------|---------------------|-------------|---------------------------------------|--------|-----------------------|-------------|-----------|--------------|------------------|--------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameswari R | 9344714871 | parameswariramyaj22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiva S | 9626124930 | soomya010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jhanak Y | 6369785090 | jananiselvathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173344 | Sasivarna V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 8667435104 | niranjanavasuj2@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini K | 9080197077 | priyadharshini02901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abhinava R | 7904559631 | abhinava262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | chitra@vindraksamy2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini G | 8525837789 | priyadhriva19915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | gayathrikrishnan303@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Payadharshini V | 9042532208 | payadharshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | kavyashreeeravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasivadharshini G | 8778222383 | ragasiva2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 7397511449 | kowsikow0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari S | 6374220358 | is7pragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini B | 8428687993 | priyadharshini02@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Myrthili G | 9994366045 | myrthiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339483848 | nu.dharsab003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | venkatesan162004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar S | 8838501593 | dhindinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173523 | Vimalid | 8778603879 | vimalid.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173565 | Tamilnarani S | 6330585232 | tamilnarani2@gmail.com | Male | B.A | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010337290 | vishnu70103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Govrtnm P | 8144337990 | govrtham9161@gmail.com | Male | B.Com | Kallalurchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371014 | praveenp6059@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran G | 6385790551 | mukeshwaran116@gmail.com | Male | B.Com.CA | Kallalurchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk M | 9566330078 | nithinabishesk@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | saranraou096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya M | 7695876886 | priyavilay9603@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369888313 | sandhyamunivappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173758 | Mohavarshini R | 9345279138 | raivarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa S | 6382731938 | deepasudeepa3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | jananiyuva1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Sandhya S | 9361348164 | sandhyasarakavanan1616@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824058 | divyamurugesan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Offer: Computer Consultancy

Ref: TCSL/DT20234409669/Chennai

Date: 13/01/2024

Ms. Indhuja P
1/61Kamaraj Nagar,
Pillipakkuttai,
Rasipuram-636202,
Tamilnadu.
Tel# 91-9025370013

Dear Indhuja P,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234409669

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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TCSL/DT20234409669

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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TCSL/DT20234409669

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415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Indhuja P |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Ques

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : GOKULAN G V

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Ques Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Gokulan G.V Signature: G. G. G. G. Date: 22.03.2024

Ques Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050

2/17/24, 9:16 AM

Muthayammal College of Arts & Science Muti - Shortlists of Muthayammal College of Arts & Science



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

↑ message

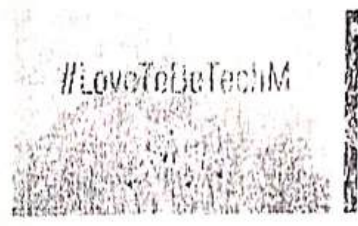
Fri, Feb 16, 2024 at 5:18 PM

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R
9047123595 | RMG
Tech Mahindra- Chennai
vr00896960@TechMahindra.com
Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| | | | | | | | | | | | | | |
|----|-----------|--------|--------------------|------------|------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan.R | 9360943004 | sowndhars97@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976807757 | vasudevani11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhilob37@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan.G | 9363334342 | sunanth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173682 | Lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.K | 9597451929 | dhivyakanakaran303@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 44 | 16-Feb-24 | 173540 | Joseph Sellinson P | 6374041406 | lospshselinson0818@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173922 | Rahulkumar.A | 8838473384 | rahulkumar276824@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan.V | 9952575819 | kesavanv150@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajaniva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 172676 | Gokulkumar.F | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173568 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173545 | Gowtham.R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173325 | Dinesh.S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : **GOPINATH B**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: B. GOPINATH Signature: B. G. S. Date: 22/03/2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050

Letter Of Intent

Date: 03.02.2024

Dear GOWTHAM.V - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 - 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: V. Curbi

Name: GOWTHAM V

Date: 03/02/2024

Letter Of Intent

Date: 3.2.2024

Dear HARIHARAN.M - B.SCCCS)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 - 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: H. Hariharan

Name: HARIHARAN.M

Date: 03.02.2024

Letter Of Intent

Date: 3.2.2024

Dear HARIHARAN R-B.S(CCS)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs 12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- Passport Size Photos (4 No's)

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Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: R. Hariharan

Name: R. Hariharan

Date: 3.2.2024



JOB OFFER LETTER

Jan'2024

Dear S. HARINI,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

[Signature]
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

Letter Of Intent

Date: 3.2.2024
Dear HARI PRAKASH G - B. SCCCS)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: G. Hari Prakash

Name: HARI PRAKASH G

Date: 03.02.2024



**HRH
Next**
THE GOOD CALL

794-A, Corporate Castle,
2nd Floor oppto Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024

Dear HEMALATHA L - B.SCCCS)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-**. Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *H. Hemalatha*

Name: HEMALATHA L

Date: 3.2.2024



794-A, Corporate Castle,
2nd Floor opposite Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrnext.com

Letter Of Intent

Date: 3.2.2024

Dear JAGADEESWARAN.M - B.SCCCS)

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs12, 000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120, 000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: M. Jagadeeswaran
Name: Jagadeeswaran M
Date: 03-02-2024



Offer: Computer Consultancy
Ref: TCSL/DT20234657815/Chennai
Date: 13/01/2024

Ms. Janani V M
6/117, Eliyamooppan KaduKoonavelampatti,
Kurukkapuram (Po),
Namakkal District-637401,
Tamilnadu.
Tel# -

Dear Janani V M,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential
TCSL/DT20234657815

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Madhavapuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nival Building, 9th Floor, Nariman Point, Mumbai 400 021

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



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru - 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr/Ms. Kalaiyarasans - *cs*
Salem -
Ph: 8825858278

Dear: Kalaiyarasans.

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited

Clyde Peter Alweyn
Clyde Peter Alweyn
Head - Talent Acquisition

ACCEPTED
S. Tejada
15/03/2024



JOB OFFER LETTER

Jan'2024

Dear V. KAMALIKA.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30th, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

V. Kamalika
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Offer: Computer Consultancy
Ref: TCSL/DT20234602581/Chennai
Date: 13/03/2024

Ms. Kamalika Ns
2/104 Mariyamman Kovil Street,
85 R Komarapalayam(Po),
Rasipuram-637403,
Tamilnadu.
Tel# 91-9342517859

Dear Kamalika Ns,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee in Grade YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential
TCSL/DT20234602581

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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



JOB OFFER LETTER

22-Jan'2024

Dear KARTHIKA.P.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

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We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

P. Jukha
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



794-A, Corporate Castle,
2nd Floor oppo Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrnext.com

Letter Of Intent

Date: 3.2.2024

Dear KATHIR M - B.SCCCS)

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

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- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: m. *KM*
3/2/24

Name: Kathir M

Date: 03/02/2024

Letter Of Intent

Date: 03.02.2024
Dear KAVIN KUMAR .M - B-SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: H. K. K. K.
Name: KAVIN KUMAR .M
Date: 03.02.2024

placement.muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

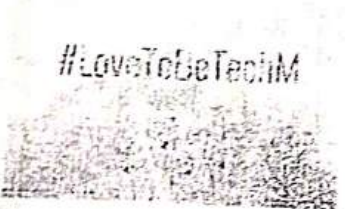
Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 15, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802747 | vasudevan1112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethanandhilip637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan.G | 9363334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173540 | Joseph Sellison.P | 6374041406 | josephsellison0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar.A | 8838473384 | rahulkumar270624@gmail.com | Male | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173835 | Kaviniviswan | 9442578084 | kaviniviswan152024@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan.V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajensize@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0455@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220644382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173568 | Mathivazhagan.M | 8825528155 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokromen811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham.R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30962002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear KAVIRAJ C - B.S.C.C.S)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs 12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs. 120,000 - 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: C. Kaviraj

Name: C. Kaviraj

Date: 03/02/2024

Letter Of Intent

Date: 03.02.2024

Dear KESAVAN.V - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 - 180,000/- p.a.** and an appointment letter will be issued to you.

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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)


Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 

Name: KESAVAN.V

Date: 03/02/24



Offer: Computer Consultancy
Ref: TCSL/DT20234629643/Chennai
Date: 13/03/2024

Ms. Kokilavani V
3/133Rajastreet,
Tholasampatty(Po),
Salem District-636503,
Tamilnadu.
Tel# -

Dear Kokilavani V,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be ₹1,90,926/- per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹7,950/- per month.

TCS Confidential
TCSL/DT20234629643

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Mariman Point, Mumbai 400 021

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

Letter Of Intent

Date: 03.02.2024

Dear LINGIRESHWARAN.C - B.S.C . CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 

Name: C. Lingishwaran

Date: 3.02.2024



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : LOGESHWARAN B
Email I'd : logesh30012004@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



JOB OFFER LETTER

22nd Jan'2024

Dear MADHUMITHRA.S

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at **Foxconn Hon Hai Technology India Mega Development Private Limited** with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



[Handwritten signature]

PVR ENTERPRISES

Human Resource Solutions & Services

[Handwritten signature]
Signature 22/1/24

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAEC17500E1ZR

Letter of Intent ("LOI")

Date: 15th March'20

Mr/Ms. Malathi M - 03
Salem
PN- 8610208799

Dear:

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.


The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted

M. Maj

15.03.2024



**HRH
Next**

THE ODD CALL

794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear MANOJKUMAR S - B.SCCCS)

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: MANOJKUMAR S

Name: MANOJKUMAR S

Date: 03-02-2024



JOB OFFER LETTER

22nd Jan'2024

Dear MATHUMITHA S

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India, Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripurmudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30th, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



D. Vedha

PVR ENTERPRISES

Human Resource Solutions & Services

S. K. K. K.
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



JOB OFFER LETTER

Jan'2024

Dear JAYAGEETHA.M

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumdhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

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We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services


Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : MAYAKANNAN P

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed **Date of Joining**.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: P. MAYAKANNAN Signature: P. Mayakannan Date: 22.3.2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



704-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8672568308,
www.hrhnex.com

Letter Of Intent

Date: 3.2.2024
Dear MEYARASU . S . B . S C C C S)

As per your request application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
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- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *S. Me*
Name: MEYARASU . S
Date: 03.02.2024



Qess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : MOHAMMED ISMAIL M

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Mohammed ismail M Signature: MMOH IS Date: 22/03/2024

Qess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : MOHAMMED REYAZDEEN A

Email I'd : mohammedreyazdeen@gmail.com

College Name : Muthayammal Arts & Science

Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND®

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition
Sutherland**

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063

**Qess**Date : 22-MARCH-2024**LETTER OF INTENT**

Dear : MOHAN S

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Mohan S Signature: [Handwritten Signature] Date: 22.03.2024

Qess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



JOB OFFER LETTER

22nd Jan'2024

Dear MOHANAPRIYA.M

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

M. Mohanapriya
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

Letter Of Intent

Date: 3.2.2024
Dear MONISHA K - B.SC CS

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: k. Noji
Name: MONISHA.K
Date: 03.02.2024



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnxt.com

Letter Of Intent

Date: 3.2.2024
Dear MONISHA M - B.Sc CS

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: M. Monisha
Name: M. Monisha
Date: 3.2.2024

Ref: HRD/CAMPUS2024/900



December 22, 2023

Ms Mouniga D
Rasipuram,
Namakkal Dt
Tamil Nadu - 636301

Email ID: mounigaduraisamy@gmail.com

Dear Mouniga D,

With reference to your application, tests and interview, we are pleased to inform that you have been selected for the post of "Junior Process Associate" in our organization. Your date of joining will be communicated to you closer to your joining which will be after your course completion. You shall report for duty on our intimation in our Coimbatore office. This offer is subject to you, clearing the reference check conducted by us.

Your three months training will start from the joining date. Upon successful completion of the training, your annual CTC will be INR 2,59,320/- (Two Lakh Fifty Nine Thousand Three Hundred and Twenty only) per annum which will include a night shift allowance of INR 150/ per work day and an Annual Loyalty Bonus of INR 12,000/- on completion of each year. On completion of six months of service, your annual CTC will be revised to INR 2,83,320/- (Two Lakh Eighty Three Thousand Three Hundred and Twenty only) per annum inclusive of the night shift allowance and the Annual Loyalty Bonus. The break-up of the same is provided in Salary Annexure I of this letter.

In addition, you will be eligible for a Variable Performance Incentive after 6 months of service, subject to meeting process-specific incentive criteria.

This letter is a communication of an employment offer and is not a letter of appointment. A regular letter of appointment will be issued to you at the date of your joining. As an acceptance of the offer, you are required to send a signed copy of this letter via email to us within 7 days from receipt of this letter. Non-submission of the same will be treated as non-acceptance of this offer.

No 365, KG Invicta Services Private Limited., KGiSL Campus, Thudiyalur Road, Saravanampatti, Coimbatore - 641035, India.

Salary Annexure I

| KGIS | | | |
|--|-------------------------|---------------------------------------|---------------------------|
| Salary Components | During Training | After Completion of 3 Months Training | On Completion of 6 Months |
| A | | | |
| <i>Fixed Components</i> | | | |
| BASIC | 11047.00 | 11047.00 | 11047.00 |
| HRA | 932.00 | 2932.00 | 4859.00 |
| Night Shift Allowances**** | 0.00 | 3000.00 | 3000.00 |
| BONUS | 920.00 | 920.00 | 920.00 |
| GROSS | 12899.00 | 17899.00 | 19836.00 |
| <i>Less : Statutory Deduction (Employee)</i> | | | |
| 1 ESI | 97.00 | 112.00 | 126.00 |
| 2 PF | 1436.00 | 1436.00 | 1436.00 |
| NET TAKE HOME | 11366.00 | 16351.00 | 18274.00 |
| B EMPLOYER CONTRIBUTIONS | | | |
| 1 ESI | 419.00 | 484.00 | 547.00 |
| 2 PF | 1556.00 | 1556.00 | 1556.00 |
| 3 Gratuity* | 531.00 | 531.00 | 531.00 |
| 4 Insurance ** | 140.00 | 140.00 | 140.00 |
| CTC | 15545.00 | 17610.00 | 19610.00 |
| ANNUAL COMPONENTS | | | |
| 1 | Yearly Loyalty Bonus*** | | 12000 |
| | Annual CTC | | 283320.00 |

Notes:

1. Rate of Professional Tax will vary based on Tamil Nadu Govt rules.
2. Rate of TDS is subject to Declaration and submission of related information and documents by employee.
3. Gratuity @ 15 days Basic salary for every completed year of service, payable after completion of 5 years of service.
4. ** Medical Insurance will be covered on completion of three months.
5. *** Annual Loyalty Bonus will be paid year on year after completion of one year service.
6. ***Variable performance incentive of Rs.4,000/- will be paid after 6 months of service, subject to meeting Process - Specific Incentive Criteria.
7. ****Per day Night Shift Allowance of Rs.150 will be applicable after the training period.

We look forward to your joining and building a long successful career with us. Should you require any assistance or information, please do feel free to reach us.

Warm Regards,
 For KG Invicta Services Pvt Ltd. (KGIS)
 Hariprasad G
 Human Resources Team

ACCEPTANCE OF OFFER


(Full name with signature)

I hereby confirm that I accept the above offer with all its terms and conditions of employment



placement: muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | DATE OF BIRTH | ATSID | NAME | CONTACT NO. | EMAIL ID | SEX | EDUCATIONAL QUALIFICATION | LOCATION | STATE | LANGUAGE | DATE OF BIRTH | RELIGION | STATUS |
|---------|---------------|--------|--------------------|-------------|--------------------------------------|--------|---------------------------|--------------|-----------|--------------|---------------|----------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | parameshwarilamya22@gmail.com | Female | B.Sc.Mathematics | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somya.S | 9626124930 | somya1010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis .K | 6369785090 | janaiselvanathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | sasivarnv@gmail.com | Female | B.Sc.Mathematics | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | niranjanavasu12@gmail.com | Female | BCA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | priyadarshini202901@gmail.com | Female | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Achinaya.R | 7904559631 | achinaya6262@gmail.com | Female | B.Com.CA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | chitra.govindasamy2004@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | priyadpriya19915@gmail.com | Female | B.Sc.Chemistry | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavadarshini.V | 9042532208 | pavadarshiniwenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | kavyashreerav2003@gmail.com | Female | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragashadharshini.G | 8778222283 | ragasya2005@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika.K | 739751449 | kowsikowsi0901@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari.S | 6374220358 | pragatheeshwari@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini.B | 8428687993 | priyadarshini2002@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 5994366045 | mythilijaganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | nir.dharsanb003@gmail.com | Male | BCA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | venkatesan162004@gmail.com | Male | B.Com | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinkar.S | 8838501593 | sridindakar@gmail.com | Male | B.Sc.Computer Science | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8779603879 | vimal.d.mec@gmail.com | Male | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173606 | Janinagan.C | 6330653232 | janinagan24@gmail.com | Male | B.A | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010337190 | vishnu2103@gmail.com | Male | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham161@gmail.com | Male | B.Com | Kallalurichi | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen6059@gmail.com | Male | B.Com | Thoothukudi | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566336078 | nithinabishesk@gmail.com | Male | B.Com | Krishnagiri | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranrav096@gmail.com | Male | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavijay9603@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | sandhyamunivayadan@gmail.com | Female | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173758 | Mohavashini.R | 9345279138 | mohavashini2@gmail.com | Female | B.Sc.Physics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | deepasadeepa3@gmail.com | Female | B.Sc.Mathematics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Jananii.Y | 9944691741 | jananiiyua1192@gmail.com | Female | B.Com | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | santhiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamrugesan6155@gmail.com | Female | M.Sc.Mathematics | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : MYVIZHI R

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd, at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: R Myvizi Signature: R.M.V Date: 03.03.2024

Ref: HRD/CAMPUS2024/901



December 22, 2023

Ms Nandhini K
Rasipuram,
Namakkal Dt
Tamil Nadu - 636202

Email ID: nandhinigokul30@gmail.com

Dear Nandhini K,

With reference to your application, tests and interview, we are pleased to inform that you have been selected for the post of "Junior Process Associate" in our organization. Your date of joining will be communicated to you closer to your joining which will be after your course completion. You shall report for duty on our intimation in our Coimbatore office. This offer is subject to you, clearing the reference check conducted by us.

Your three months training will start from the joining date. Upon successful completion of the training, your annual CTC will be **INR 2,59,320/- (Two Lakh Fifty Nine Thousand Three Hundred and Twenty only)** per annum which will include a night shift allowance of **INR 150/-** per work day and an Annual Loyalty Bonus of **INR 12,000/-** on completion of each year. On completion of six months of service, your annual CTC will be revised to **INR 2,83,320/- (Two Lakh Eighty Three Thousand Three Hundred and Twenty only)** per annum inclusive of the night shift allowance and the Annual Loyalty Bonus. The break-up of the same is provided in **Salary Annexure I** of this letter.

In addition, you will be eligible for a **Variable Performance Incentive** after 6 months of service, subject to meeting process-specific incentive criteria.

This letter is a communication of an employment offer and is not a letter of appointment. A regular letter of appointment will be issued to you at the date of your joining. As an acceptance of the offer, you are required to send a signed copy of this letter via email to us within 7 days from receipt of this letter. Non-submission of the same will be treated as non-acceptance of this offer.

No 365, KG Invicta Services Private Limited., KGISL Campus, Thudiyalur Road, Saravanampatti, Coimbatore - 641035, India.

Salary Annexure I

| | Salary Components | KGIS | | |
|--------------------------|--|-----------------|---------------------------------------|---------------------------|
| | | During Training | After Completion of 3 Months Training | On Completion of 6 Months |
| A | Fixed Components | | | |
| | BASIC | 11047.00 | 11047.00 | 11047.00 |
| | HRA | 932.00 | 2932.00 | 4869.00 |
| | Night Shift Allowances**** | 0.00 | 3000.00 | 3000.00 |
| | BONUS | 920.00 | 920.00 | 920.00 |
| | GROSS | 12899.00 | 17899.00 | 19836.00 |
| | Less : Statutory Deduction (Employee) | | | |
| 1 | ESI | 97.00 | 112.00 | 126.00 |
| 2 | PF | 1436.00 | 1436.00 | 1436.00 |
| | NET TAKE HOME | 11366.00 | 16351.00 | 18274.00 |
| B | EMPLOYER CONTRIBUTIONS | | | |
| 1 | ESI | 419.00 | 484.00 | 547.00 |
| 2 | PF | 1556.00 | 1556.00 | 1556.00 |
| 3 | Gratuity* | 531.00 | 531.00 | 531.00 |
| 4 | Insurance ** | 140.00 | 140.00 | 140.00 |
| | CTC | 15545.00 | 17610.00 | 19610.00 |
| ANNUAL COMPONENTS | | | | |
| 1 | Yearly Loyalty Bonus*** | | | 12000 |
| | Annual CTC | | | 283320.00 |

Notes:

1. Rate of Professional Tax will vary based on Tamil Nadu Govt rules.
2. Rate of TDS is subject to Declaration and submission of related information and documents by employee.
3. Gratuity @ 15 days Basic salary for every completed year of service, payable after completion of 5 years of service.
4. ** Medical Insurance will be covered on completion of three months.
5. *** Annual Loyalty Bonus will be paid year on year after completion of one year service.
6. *** Variable performance incentive of Rs.4,000/- will be paid after 6 months of service, subject to meeting Process - Specific Incentive Criteria.
7. **** Per day Night Shift Allowance of Rs.150 will be applicable after the training period.

We look forward to your joining and building a long successful career with us. Should you require any assistance or information, please do feel free to reach us.

Warm Regards,

For KG Invicta Services Pvt Ltd. (KGIS)

HariPrasad G

Human Resources Team

ACCEPTANCE OF OFFER

K. N. M.

(Full name with signature)

I hereby confirm that I accept the above offer with all its terms and conditions of employment

No 365, KG Invicta Services Private Limited., KGISL Campus, Thudiyalur Road, Saravanampatti, Coimbatore - 641035, India.



**HRH
Next**
THE HODD GATE

794 A, Computer Park,
Indira Nagar, Post Office, Coimbatore,
Kerala, India
Mettupalayam, Coimbatore, 641002
Contact: 9447542006
www.hrhnxt.com

Letter Of Intent

Date: 3.2.2024
Dear NATHIYA V - B.Sc CS

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 - 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Nathiya V*
Name: *Nathiya V*
Date: *3.2.2024*



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : NAVEEN KUMAR V

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed **Date of Joining**.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Navon Kumar V Signature: [Handwritten Signature] Date: 22/03/2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Quess

Date : 09-MARCH-2024

LETTER OF INTENT

Dear : PAVITHRA S

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: S Pavithra Signature: S Pavithra Date: 03.03.2024



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,

No. 10, MG Road, Bengaluru - 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/ Ms. Pradeep.K - (3)
Salem
Ph: - 6374044804

Dear: Pradeep.

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited

Clyde Peter Alweyn
Head - Talent Acquisition

Accepted
K. Pradeep
15th March 24



Offer: Computer Consultancy
Ref: TCSL/DT20234587311/Chennai
Date: 13/03/2024

Mr. Pradeep Kumar P
4/89-1Vembagoundapudhur,
Rasipuram,
Namakkal-636202,
Tamilnadu.
Tel# -

Dear Pradeep Kumar P,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential
TCSL/DT20234587311

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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

LETTER OF INTENT

Dear : PREETHI S

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,



Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: S. Preethi Signature: S. Preethi Date: 03.02.2024



Ref : TEP / 2024 / OFR / 0594

Date : 13.02.2024

To

NAME: S. PREMKUMAR

REG NO: 21MUCS1142

COLLEGE: MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE,
RASIPURAM

Sub : Offer of Apprenticeship - reg.

Ref : Your application dt 13.02.2024

We are pleased to inform you that you have been provisionally selected for One year as Apprentice at our Factory. You can join as Apprentice during JULY 2024. Change, if any in the date of joining will be intimated to you over phone.

You will be paid a stipend of Rs.16300/- per month which includes Rs.1500/- for Attendance & Shift allowance subject to submission of Provisional certificate. Also you will be extended Uniform & Safety Shoes. Canteen facility at free of cost.

Please ensure that you have passed all subjects and have Provisional Certificate (Original). Also, you shall bring Two sets of Xerox copy of your 10th, 11th and 12th std, Diploma Provisional Certificate, Mark sheets, Aadhar card (Self, Father & Mother), PAN card, Four Passport and Two stamp size colour photograph, Medical/Fitness Certificate, Savings bank account (KYC updated) in any nationalized bank at the time of joining.

You shall adhere to the rules and regulations of the Company and maintain good discipline during the period of training.

We look forward to your fruitful association with us.

Thanking you,

Yours faithfully,

For TURBO ENERGY PRIVATE LIMITED

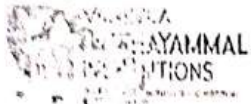
Authorised Signatory

Turbo Energy Private Limited
No. 192 Old Mahabulapuram Road
Pozumar 605 104
Kanchipuram District
Tamil Nadu, India
CIN: U40107TN1982PTC000983
Phone: +91 44 2742 5218
Fax: +91 44 2742 5222
Email: appreciation@turboenergy.co.in
Web: www.turboenergy.co.in

Regd. Office
"Srinivas"
67 Changan Road
Chennai 600 026
Tamil Nadu, India

2/17/24, 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists: C.F Muthayammal College Of Arts & since



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>

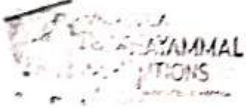


From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,



5

placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

Message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Empowering the future

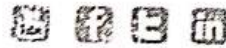
Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA,

Regards,

| No. | QINING DATE | ATRSID | Name | CONTR. NO. | | Gender | Education | Localisation | State | Enrollment Time | Joining Institute | Domestic/International | Selection Status |
|-----|-------------|--------|--------------------|------------|--------------------------------------|--------|-----------------------|--------------|-----------|-----------------|-------------------|------------------------|------------------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | parameshwariramy22@gmail.com | Female | B.Sc.Mathematics | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somniva S | 9626124930 | somniya010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani S | 6369785090 | jananiselanathar016@gmail.com | Female | B.Sc.Mathematics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 8667435104 | niranjana.vasus12@gmail.com | Female | BCA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini K | 9080197077 | priyadarshini202901@gmail.com | Female | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abhinaya R | 7904559631 | abhinaya6262@gmail.com | Female | B.Com.CA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | chitra.govindasamy2004@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini G | 8525837789 | priyapriya19915@gmail.com | Female | B.Sc.Chemistry | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavadarshini V | 9042532208 | pavadarshiniVenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | kavyashreev2003@gmail.com | Female | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173463 | Ragasivadarshini G | 8778222363 | ragasiva2005@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 739751449 | kowsikowsi0901@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari S | 6374220358 | pragathirathi@gmail.com | Female | B.Com.CA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini B | 8428687993 | priyadarshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili G | 9994366045 | mythiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339483848 | mr.dharsanb003@gmail.com | Male | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | Venkatesan162004@gmail.com | Male | BCA | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhnikar S | 8838501593 | sindinakar@gmail.com | Male | B.Sc.Computer Science | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8779603879 | vimal.d.mec@gmail.com | Male | B.Sc.Computer Science | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173566 | Janinagan S | 5330635222 | janinagan24@gmail.com | Male | B.Com | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010327190 | vishnu70103@gmail.com | Male | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Govindan P | 8144337990 | govindanp161@gmail.com | Male | B.Com | Kallalurichi | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371034 | praveen96069@gmail.com | Male | B.Com | Thoothukudi | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran G | 6385790551 | mukeshwaran1116@gmail.com | Male | B.Com.CA | Kallalurichi | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abhishek M | 9566330078 | nithinabhishek@gmail.com | Male | B.Com | Krishnagiri | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | saranrav096@gmail.com | Male | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya M | 7695876886 | priyavilay9603@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | sandhyamunivappa@gmail.com | Female | BCA | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173758 | Mohavarshini R | 9345279138 | mohavarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepta S | 6382721838 | deevtasudeepa3@gmail.com | Female | M.Sc.Mathematics | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | jananiyuva1192@gmail.com | Female | B.Com | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya S | 9361348164 | santhiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824058 | divyamurugesan5455@gmail.com | Female | M.Sc.Mathematics | Salem | Tamilnadu | Visalakshi R | Chennai | Domestic | Selected |



Ref : TEP / 2024 / OFR / 0593

Date : 13 . 02 . 2024

To

NAME: R. RAJA

REG NO: 21MUCS1144

COLLEGE: MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE,
RASIPURAM.

Sub : Offer of Apprenticeship - reg.

Ref : Your application dt 13.02.2024

We are pleased to inform you that you have been provisionally selected for One year as Apprentice at our Factory. You can join as Apprentice during JULY 2024. Change, if any in the date of joining will be intimated to you over phone.

You will be paid a stipend of Rs.16300/- per month which includes Rs.1500/- for Attendance & Shift allowance subject to submission of Provisional certificate. Also you will be extended Uniform & Safety Shoes. Canteen facility at free of cost.

Please ensure that you have passed all subjects and have Provisional Certificate (Original). Also, you shall bring Two sets of Xerox copy of your 10th, 11th and 12th std, Diploma Provisional Certificate, Mark sheets, Aadhar card (Self, Father & Mother), PAN card, Four Passport and Two stamp size colour photograph, Medical/Fitness Certificate, Savings bank account (KYC updated) in any nationalized bank at the time of joining.

You shall adhere to the rules and regulations of the Company and maintain good discipline during the period of training.

We look forward to your fruitful association with us.

Thanking you,

Yours faithfully,

For TURBO ENERGY PRIVATE LIMITED


Authorised Signatory

Turbo Energy Private Limited
No. 100, Old Mahabalipuram Road
Paiyanur 603 104
Kanchipuram District
Tamil Nadu, India
CIN : U40107TN1982PTC009363
Phone: +91 44 2742 5716
Fax : +91 44 2742 5577
Email : teppersonnel@turboenergy.co.in
Web : www.turboenergy.co.in

Regd. Office:
'Stoneacre'
67 Channers Road
Chennai 600 078



Letter Of Intent

Date: 3.2.2024
Dear RAMESH S - B.SCCCS7

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER
I accept the offer on the terms and conditions outlined.

Signature: Ramesh
Name: Ramesh S
Date: 03.02.2024

Offer Letter

Date: - November 30th, 2023

RANJITH .K

B.Sc. Department,

Muthayammal College of Arts & Science (A Unit of VANETRA Group)
Rasipuram-637 408,
Namakkal Dt.,

Dear Candidate,

I am delighted & excited to welcome you to GATEWAY SOFTWARE SOLUTIONS as a **Software Development Intern**. At GATEWAY SOFTWARE SOLUTIONS, we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly *meaningful* internship experience with GATEWAY SOFTWARE SOLUTIONS.

Your appointment will be governed by the terms and conditions presented in the **Annexure A**.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!


Sabarinathan M

CEO & Founder



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnnext.com

Letter Of Intent

Date: 3-2-2024
Dear RANJITHKUMAR.M - B.SCCCS)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER
I accept the offer on the terms and conditions outlined.

Signature: M. Rf
Name: RANJITHKUMAR.M
Date: 03-02-2024

Date: 14.2.2024

Mr/Ms/Mrs Rikkish B

Dear Rikkish

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.2.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- Six (6) passport size color photographs, for our records.
- Photocopy of your Aadhaar Card with number
- Proof of Address (Current and Permanent)

Yours sincerely,



NAME: **Kiran Kumar G**
DESIGNATION: **Deputy General Manager(HR)**
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____


Date: _____

Place: _____

Encl: **Annexure - I & II**

| ANNEXURE II - SALARY & ALLOWANCES | | | | |
|--|--|-------------------------------------|-----------------|----------|
| Candidate Name | | Ritkish | | |
| Designation | | Trainee Process Consultant | | |
| Grade | | PC2 | | |
| Components | | w.e.f-DOJ | | Location |
| | | | | chennai |
| | | Monthly | Annual | |
| | | "A" FIXED | | |
| Basic | | 5,480 | 65,760 | |
| House Rent Allowance | | 2,192 | 26,304 | |
| Shift Allowance | | 5,000 | 60,000 | |
| Skill Allowance | | 1,023 | 12,276 | |
| "A" Sub-total - Gross Pay | | 13,695 | 1,64,340 | |
| | | "B" RETIRAL BENEFITS | | |
| Advance against Statutory Bonus | | 1,096 | 13,152 | |
| Provident Fund - Employer's Contribution | | 1,380 | 16,560 | |
| Gratuity | | 264 | 3,168 | |
| ESIC Contribution - Employer's Contribution | | 481 | 5,772 | |
| "B" Sub-total - Retiral benefits | | 3,221 | 38,660 | |
| Total Salary Cost (A+B) | | 16,916 | 2,03,000 | |
| | | "C" VARIABLE PAY | | |
| Performance Incentives (@100% of given achievement targets) | | 1,000 | 12,000 | |
| "C" Sub-total - Variable | | 1,000 | 12,000 | |
| Total Cost to Company (A+B+C) | | 17,916 | 2,15,000 | |
| | | "D" INSURANCE/OTHER BENEFITS | | |
| Total Cost to Company: (A+B+C+D) | | 17,916 | 2,15,000 | |
| Net Salary* | | 13,100 | 1,57,200 | |
| This is an approximate amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF or ESI or tax laws or any changes in the compensation) | | | | |
| Benefit/Scheme | Description | Value/PA | | |
| Performance incentives | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | Rs. 12,000 p.a** | | |
| Subsidized Transport Service | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed. | Rs. 24,000 p.a** | | |
| Group Insurance in Lieu of EDLI (Under PFA Act) | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 1,200,000 p.a** | | |
| Group Personal Accident | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| Group Term Life | You are covered under Group Term Life insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| ESIScheme | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | As applicable *p.m | | |
| Gratuity | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee. | As applicable* | | |
| Advance against provisional minimum statutory bonus | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the | As applicable *p.m | | |
| Provident Fund | You will be covered under Employees Provident Fund (EPF) Scheme under PFA Act. | As applicable *p.m | | |
| Income Tax | Appropriate income tax would be deducted in the payroll every month. | As applicable *p.m | | |
| Professional Tax | If any as per the applicable rules in your state. | As applicable *p.m | | |

* Statutory Schemes are subject to change as per the Law from time to time.
 ** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.


NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager (HR)
Sagility India Private Limited

Date:

Candidate Name:

As per ESIC, family means all or any of the following relatives of an insured person namely:- a spouse, a minor or legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and dependent persons.



JOB OFFER LETTER

CS 93

Dear ROHINI - M,

08th Jan'2024

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Snipermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

H. Rang
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : ROHITH KUMAR M
Email Id : mrohithkumarsrl@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnxt.com

Letter Of Intent

Date: 3.2.2024
Dear SABARINATHAN U - B.S.C.C.S)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Sabarinathan U*
Name: SABARINATHAN, U

Date: 03.02.24



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 03.02.2024

Dear SANJAI.M - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs 12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: M. Sanjay

Name: SANJAI.M

Date: 03.02.2024



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnex.com

Letter Of Intent

Date: 3.2.2024
Dear SANJAY R - B. SC CCS)

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: R. Praveenkumar

Name: SANJAY R

Date: 03-02-2024

Letter Of Intent

Date: 03.02.2024

Dear SANJAY KANNAN.P - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER
I accept the offer on the terms and conditions outlined.

Signature: P. Sanjay
Name: SANJAY KANNAN.P

Date: 03.02.2024



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2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnex.com

Letter Of Intent

Date: 03.02.2024
Dear THIRUMALAI A - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

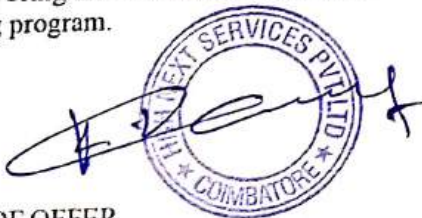
- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
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- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER
I accept the offer on the terms and conditions outlined.

Signature: A. Thirumalai
Name: A. Thirumalai
Date: 03.02.2024

Letter Of Intent

Date: 3.2.2024
Dear SWETHA I - B.S.C CS

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Colmbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

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- Copy of PAN Card
- Passport Size Photos (4 No's)


Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 

Name: S. SWETHA.

Date: 03.02.2023.

Offer Letter

Date: - November 30th, 2023

SANJAY V

BSc Department,

Muthayammal College of Arts & Science (A Unit of VANETRA Group)
Rasipuram-637 408,
Namakkal Dt.,

Dear Candidate,

I am delighted & excited to welcome you to GATEWAY SOFTWARE SOLUTIONS as a **Software Development Intern**. At GATEWAY SOFTWARE SOLUTIONS, we believe that our team is our biggest strength and we take pride in hiring **ONLY** the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly *meaningful* internship experience with GATEWAY SOFTWARE SOLUTIONS.

Your appointment will be governed by the terms and conditions presented in the **Annexure A**.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!


Sabarathana M

CEO & Founder

Annexure A

You shall be governed by the following terms and condition of service during your iinternship with GATEWAY SOFTWARE SOLUTIONS, and those may be amended from time to time.

1. You are being hired as a **Python development Intern** and Sabarinathan M would be your Reporting Manager and Mentor during the internship. As a Python development Intern you would be responsible for write programs and present. Sometime need to support for Business Activities.
2. Your date of joining is 25-12-2023 and the duration of the internship would be 3 Months During this time you are expected to devote your time and efforts solely to GATEWAY SOFTWARE SOLUTIONS work. You are also required to let your mentor know about forthcoming events (if there are any) in advance so that your work can be planned accordingly. From 4th Month you will be offered permanent employee with salary of 2.5 Lakhs to 4 Lakhs as per performance during 3 months and to committed work for next 9 Months (Agreement).
3. You will be working at office for the duration of the internship. There will be catch ups scheduled with your mentor to discuss work progress and overall internship experience at regular intervals.
4. All the work that you will produce at or in relation to GATEWAY SOFTWARE SOLUTIONS will be the intellectual property of GATEWAY SOFTWARE SOLUTIONS. You are not allowed to store, copy, sell, share, and distribute it to a third party under any circumstances. Similarly you are expected to refrain from talking about your work in public domains (both online such as blogging, social networking site and offline among your friends, college etc.) without prior discussion and approval with your mentor.
5. We take data privacy and security very seriously and to maintain confidentiality of any students, customers, clients, and companies' data and contact details that you may get access to during your internship will be your responsibility. GATEWAY SOFTWARE SOLUTIONS operates on **zero tolerance** principle with regard to any breach of data security guidelines. At the completion of the internship you are expected to hand over all GATEWAY SOFTWARE SOLUTIONS work/data stored on your Personal Computer to your mentor and delete the same from your machine.

6. During the appointment period you shall not engage yourselves directly or indirectly or in any capacity in any other organization (other than your college). In the event of breach of this condition, this appointment is liable to be terminated forthwith by the company. In addition, you shall be liable to pay liquidated damages to the Company of an extent estimated by the Company.
7. Under normal circumstances either the company or you may terminate this association by providing a notice of 30 days without assigning any reason. However, the company may terminate this agreement forthwith under situations of in-disciplinary behaviours.
8. You are expected to conduct yourself with utmost professionalism in dealing with your mentor, team members, colleagues, clients and customers and treat everyone with due respect.
9. GATEWAY SOFTWARE SOLUTIONS is a startup and we love people who like to go beyond the normal call of the duty and can think out of the box. Surprise us with your passion, intelligence, creativity and hardwork – and expect appreciation & rewards to follow.
10. Expect constant and continuous objective feedback from your mentor and other team members and we encourage you to ask for and provide feedback at every possible opportunity. It's your right to receive and give feedback – this is the ONLY way we all can continuously push ourselves to do better.
11. Have fun at what you do and do the right thing – both the principles are core of what GATEWAY SOFTWARE SOLUTIONS stands for and we expect you to imbibe them in your day to day actions and continuously challenge us if we are falling short of expectations on either of them.

I have negotiated, agreed, read and understood all the terms and conditions of this Internship letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter.

Date: 08.12.2023

Signature: V. Sanjay

Place: Rasipuram

Name: Sanjay V



JOB OFFER LETTER

22 Jan'2024

Dear Santhya R,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at **Foxconn Hon Hai Technology India Mega Development Private Limited** with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

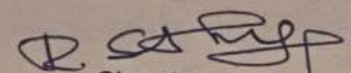
We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services


Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Offer: Computer Consultancy

Ref: TCSL/DT20234638871/Chennai

Date: 13/03/2024

Ms. Santhiya S
5/77Nadu Street,
Kalappanaicken Patty,
Namakkal-637404,
Tamil Nadu.
Tel# 91-6379337602

Dear Santhiya S,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234638871

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234638871

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards the Provident Fund as per the provisions of the said Act.

You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

Gratuity

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the



offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or in extended working hours depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's



Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

"TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or connect remotely as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.



11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned in this offer letter.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.



15. Retirement

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number **19**. Submission of documents.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the



documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card



20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job



rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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.

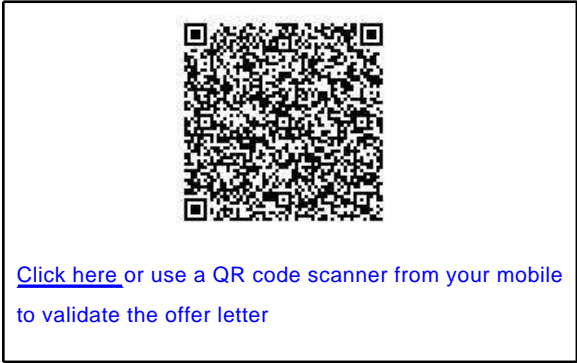
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Santhiya S |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| <p>AHMEDABAD TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat. India</p> | <p>BHUBANESWAR TCS XP HR Lead Tata Consultancy Services, Kalinga Park Talent Development Block Barabati Building. IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024.</p> |
| <p>BANGALORE TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p> | <p>CHENNAI XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p> |
| <p>DELHI XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303.India</p> | <p>HYDERABAD XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh.</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP & GP, Kolkata, West Bengal 700091.</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p> |
| <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India.</p> | <p>NAGPUR TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p> |
| <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p> | <p>TRIVANDRUM TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p> |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its client's premises or remotely as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares his remote location with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at that might exist at the remote location which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru - 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/ Ms. Santwija S - CS
Salem
Pin - 637467 2005

Dear: Santwija,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate** with **Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head - Talent Acquisition

Accepted

15/03/2024

Letter Of Intent

Date: 3.2.2024
Dear SARATHKUMAR G - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: G. Sarath Kumar
Name: G. SARATH KUMAR
Date: 03/02/2024



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru - 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr/Ms. Sasipriya V - CS
Salem
Ph - 8270330446

Dear: Sasipriya,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate with Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head - Talent Acquisition

Accepted

Sasipriya

15/03/24

Letter Of Intent

Date: 03.02.2024

Dear SASIVANAN.S - B.Sc. CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

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- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
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- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: சி. சிவானன்

Name: சி. சிவானன்

Date: 03.02.2024



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

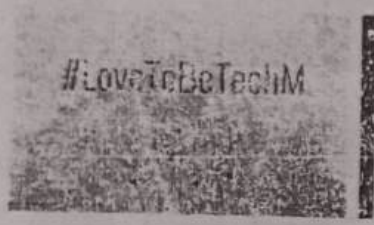
Visalakshi R4 <VR00896960@techmahindra.com>
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



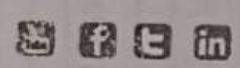
Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| | | | | | | | | | | | | | |
|----|-----------|--------|--------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan,R | 9360943004 | sowndhar187@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vssudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujiths@gmail.com | Male | B.Sc,Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Cheethan V | 6382292377 | cheethandhillip637@gmail.com | Male | B.Com,CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 936334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Sellinson P | 6374041406 | josephsellinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahulikumara A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinivasan | 9442578084 | kavinivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajanstival@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan M | 8825528156 | mathi2205na@gmail.com | Male | B.Sc Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokromian811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | gmpiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh S | 9489181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



JOB OFFER LETTER

22 Jan'2024

Dear M. Sowmya

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

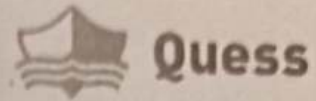
PVR ENTERPRISES

Human Resource Solutions & Services

M. Sowmya
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : SOWMIYA M

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: M. Sowmiya Signature: H. Sanyal Date: 23.02.2024

Qess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.qesscorp.com> | Contact No: 9976348050

Letter Of Intent

Date: 03.02.2024

Dear SRIHARIHARAN . C - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: C. S. H. ...

Name: C Sri Harisharan

Date: 03-02-2024



Offer: Computer Consultancy

Ref: TCSL/DT20234633295/Chennai

Date: 13/01/2024

Ms. Srimathi A D
1/45Udayar Street,
Pachudayampalayam,
Namakkal-637406,
Tamilnadu.
Tel# -

Dear Srimathi A D,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



*There is no criminal offence registered/pending against you

*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Srimathi A D |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Letter Of Intent

Date: 32.2024
Dear SRITHAR D - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

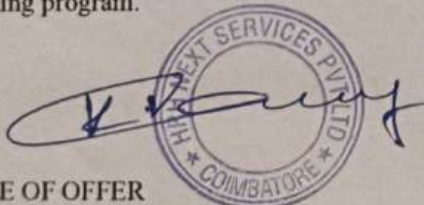
- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *S. Sri*
Name: SRITHAR .D
Date: 03.02.2024



JOB OFFER LETTER

Jan'2024

Dear SUBHAVARSHINI.C

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

Letter Of Intent

Date: 03.02.2024

Dear SUDHAKAR.S - B.SC CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)


Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: SUDHAKAR.S
Date: 03.02.2024



Offer: Computer Consultancy

Ref: TCSL/DT20234633079/Chennai

Date: 13/01/2024

Ms. Surya K
6/123Merku Kadu,
Thirumanur,
Salem-636202,
Tamilnadu.
Tel# -

Dear Surya K,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TCSL/DT20234633079

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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TCSL/DT20234633079

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Surya K |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



JOB OFFER LETTER

Jan'2024

Dear SWETHA. A.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumdhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

**JOB OFFER LETTER**

22 Jan'2024

Dear S. Swetha,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at **Foxconn Hon Hai Technology India Mega Development Private Limited** with a start date of March-June'24, contingent upon an educational check. [Mr. Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

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By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

**PVR ENTERPRISES**

Human Resource Solutions & Services

Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |

Letter Of Intent

Date: 03.02.2024

Dear TAMILARASAN P - B.Sc - CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs 12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs. 120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: P. TAMILARASAN

Name: P. TAMILARASAN

Date: 03/02/2024

Letter Of Intent

Date: 03.02.2024

Dear UDHAYA KUMAR .P - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:


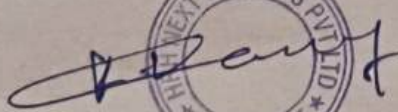
- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: P. Udhaya

Name: P. Udhaya Kumar

Date: 03.02.2024

Letter Of Intent

Date: 3-2-2024

Dear VENKATESAN S - BSC CS

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: S. Venkatesan

Name: S. Venkatesan

Date: 03-02-2024

Letter Of Intent

Date: 03.02.2024

Dear VIJAYAKUMAR . K - B.Sc CS

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
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- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: K. Vijayakumar

Name: K. VIJAYAKUMAR

Date: 03.02.2024



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,

No. 10, MG Road, Bengaluru - 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr/ Ms. *Vinetha P - CS*
Salem
Pa - 7092418457

Dear: *Vinetha,*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate with Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head - Talent Acquisition

Accepted.

Vinetha.pf
15/03/2024

Offer Letter

Date: - November 30th, 2023

VISHALAKSHMI .V

BSC . Department,

Muthayammal College of Arts & Science (A Unit of VANETRA Group)
Rasipuram-637 408,
Namakkal Dt.,

Dear Candidate,

I am delighted & excited to welcome you to GATEWAY SOFTWARE SOLUTIONS as a **Software Development Intern**. At GATEWAY SOFTWARE SOLUTIONS, we believe that our team is our biggest strength and we take pride in hiring **ONLY** the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly *meaningful* internship experience with GATEWAY SOFTWARE SOLUTIONS.

Your appointment will be governed by the terms and conditions presented in the **Annexure A**.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!


Sabarinath M

CEO & Founder

Annexure A

You shall be governed by the following terms and condition of service during your iinternship with GATEWAY SOFTWARE SOLUTIONS, and those may be amended from time to time.

1. You are being hired as a **Python development Intern** and Sabarinathan M would be your Reporting Manager and Mentor during the internship. As a Python development Intern you would be responsible for write programs and present. Sometime need to support for Business Activities.
2. Your date of joining is 25-12-2023 and the duration of the internship would be 3 Months During this time you are expected to devote your time and efforts solely to GATEWAY SOFTWARE SOLUTIONS work. You are also required to let your mentor know about forthcoming events (if there are any) in advance so that your work can be planned accordingly. From 4th Month you will be offered permanent employee with salary of 2.5 Lakhs to 4 Lakhs as per performance during 3 months and to committed work for next 9 Months (Agreement).
3. You will be working at office for the duration of the internship. There will be catch ups scheduled with your mentor to discuss work progress and overall internship experience at regular intervals.
4. All the work that you will produce at or in relation to GATEWAY SOFTWARE SOLUTIONS will be the intellectual property of GATEWAY SOFTWARE SOLUTIONS. You are not allowed to store, copy, sell, share, and distribute it to a third party under any circumstances. Similarly you are expected to refrain from talking about your work in public domains (both online such as blogging, social networking site and offline among your friends, college etc.) without prior discussion and approval with your mentor.
5. We take data privacy and security very seriously and to maintain confidentiality of any students, customers, clients, and companies' data and contact details that you may get access to during your internship will be your responsibility. GATEWAY SOFTWARE SOLUTIONS operates on **zero tolerance** principle with regard to any breach of data security guidelines. At the completion of the internship you are expected to hand over all GATEWAY SOFTWARE SOLUTIONS work/data stored on your Personal Computer to your mentor and delete the same from your machine.

6. During the appointment period you shall not engage yourselves directly or indirectly or in any capacity in any other organization (other than your college). In the event of breach of this condition, this appointment is liable to be terminated forthwith by the company. In addition, you shall be liable to pay liquidated damages to the Company of an extent estimated by the Company.
7. Under normal circumstances either the company or you may terminate this association by providing a notice of 30 days without assigning any reason. However, the company may terminate this agreement forthwith under situations of in-disciplinary behaviours.
8. You are expected to conduct yourself with utmost professionalism in dealing with your mentor, team members, colleagues, clients and customers and treat everyone with due respect.
9. GATEWAY SOFTWARE SOLUTIONS is a startup and we love people who like to go beyond the normal call of the duty and can think out of the box. Surprise us with your passion, intelligence, creativity and hardwork – and expect appreciation & rewards to follow.
10. Expect constant and continuous objective feedback from your mentor and other team members and we encourage you to ask for and provide feedback at every possible opportunity. It's your right to receive and give feedback – this is the ONLY way we all can continuously push ourselves to do better.
11. Have fun at what you do and do the right thing – both the principles are core of what GATEWAY SOFTWARE SOLUTIONS stands for and we expect you to imbibe them in your day to day actions and continuously challenge us if we are falling short of expectations on either of them.

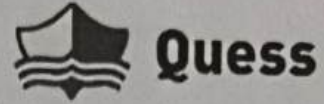
I have negotiated, agreed, read and understood all the terms and conditions of this Internship letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter.

Date: 08.12.2023

Signature: V. Vishal

Place: Rasipuram

Name: V. Vishalakshi



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : VISHNU A

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed **Date of Joining**.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Vishnu A Signature: Vishnu A Date: 22-03-2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : Vishnu V

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Vishnu V Signature: Vishnu V Date: 22-03-2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050

Date: 4.2.2024

Mr/Ms/Mrs Nalima N

Dear Nalima,

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.8.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- Six (6) passport size color photographs, for our records.
- Photocopy of your Aadhaar Card with number
- Proof of Address (Current and Permanent)

Yours sincerely,



NAME: **Kiran Kumar G**
DESIGNATION: **Deputy General Manager(HR)**
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____

Date: _____

Place: _____

Encl: **Annexure - I & II**

ANNEXURE II - SALARY & ALLOWANCES

| | | | | |
|--|---|----------------------------|---------------------|-----------------|
| Candidate Name | | <i>Nalima</i> | | |
| Designation | | Trainee Process Consultant | | |
| Grade | | PC2 | | |
| Components | | w.e.f-DOJ | Location chennai | |
| | | "A" FIXED | Monthly | Annual |
| Basic | | | 5,480 | 65,760 |
| House Rent Allowance | | | 2,192 | 26,304 |
| Shift Allowance | | | 5,000 | 60,000 |
| Skill Allowance | | | 1,023 | 12,276 |
| "A" Sub-total- Gross Pay | | | 13,695 | 1,64,340 |
| "B" RETIRAL BENEFITS | | | | |
| Advance against Statutory Bonus | | | 1,096 | 13,152 |
| Provident Fund- Employer's Contribution | | | 1,380 | 16,560 |
| Gratuity | | | 264 | 3,168 |
| ESI Contribution- Employer's Contribution | | | 481 | 5,772 |
| "B" Sub-total- Retiral benefits | | | 3,221 | 38,660 |
| Total Salary Cost (A+B) | | | 16,916 | 2,03,000 |
| "C" VARIABLE PAY | | | | |
| Performance Incentives (@100% of given achievement targets) | | | 1,000 | 12,000 |
| "C" Sub-total- Variable | | | 1,000 | 12,000 |
| Total Cost to Company (A+B+C) | | | 17,916 | 2,15,000 |
| "D" INSURANCE/OTHER BENEFITS | | | | |
| Total Cost to Company: (A+B+C+D) | | | 17,916 | 2,15,000 |
| Net Salary* | | | 13,100 | 1,57,200 |
| This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF for ESI) or tax laws or any changes in the compensation. | | | | |
| Benefit/Scheme | Description | Value/PA | | |
| Performance Incentives | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | Rs. 12,000 p.a** | | |
| Subsidized Transport Service | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be cashed if not availed. | Rs. 24,000 p.a** | | |
| Group Insurance in Lieu of EDLI (Under PF Act) | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 1,200,000 p.a** | | |
| Group Personal Accident | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| Group Term Life | You are covered under Group Term Life Insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| ESI Scheme | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | As applicable *p.m | | |
| Gratuity | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act in the event of demise or permanent disability of an employee. | As applicable * | | |
| Advance against provisional minimum statutory bonus | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to ceiling of minimum wages of the | As applicable * | | |
| Provident Fund | You will be covered under Employees Provident Fund (EPF) Scheme under PF Act. | As applicable *p.m | | |
| Income Tax | Appropriate income tax would be deducted in the payroll every month. | As applicable *p.m | | |
| Professional Tax | If any as per the applicable rules in your state. | As applicable *p.m | | |

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.



NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager (HR)
Sagility India Private Limited

Date:

Candidate Name:



JOB OFFER LETTER

22 Jan'2024

Dear GIETHA.M.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES
Human Resource Solutions & Services

M. G. [Signature]
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



**HRH
Next**

THE GOOD CALL

BCA
LIST-1

794-A, Corporate Castle,
2nd Floor upto Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrnext.com

Letter Of Intent

Date: 3.2.2024
Dear AAKASH R - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: Aakash

Name: Aakash R

Date: 03/02/2024



placement muthayammal <placement@muthayammal.in>

Fwd: Intent Offer Letter - MMC Infotech Services

1 message

ABINESH S <sabinesh1432@gmail.com>

Fri, Apr 26, 2024 at 11:51 AM

To: "placement@muthayammal.in" <placement@muthayammal.in>

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

From: **MMC Infotech Services** <careers@mmcinfotech.com>

Date: Fri, 26 Apr, 2024, 10:40 am

Subject: Intent Offer Letter - MMC Infotech Services

To: <sabinesh1432@gmail.com>

Cc: <placement@mec.edu.in>, <badri@mmcinfotech.com>, <careers@mmcinfotech.com>

Dear Abinesh S,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team Muthayammal College of Arts & Science. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Project Trainee **Executive** and your stipend would be **13,000 to 18,000 Per Month**

You are here by requested to fulfill Joining Formalities with the below mentioned documents by visiting our office in person after the final discussion over the phone.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Vaccination Certificate (PDF Version)
- Photographs – 4
- Resume 2

The Date of joining and Salary will be communicated to you after the final discussion.

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Mobile 9840264662

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : careers@mmcinfotech.com



794-A, Corporate Castle,
2nd Floor opp to RCV Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnex.com

Letter Of Intent

Date: 03 2 2024
Dear ABISHEK P M - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time **Business Associate** role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Abhishek*
Name: Abhishek P.M.
Date: 03.02.2024



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : ANBARASU K

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - o Ration Card
 - o Passport
 - o Driving License
- Photocopy of ID Proof (Any One)
 - o Passport
 - o Driving License
 - o Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Anbarasu-K Signature: [Handwritten Signature] Date: 22/03/2024



Ref : TEP / 2024 / OFR / 0592

Date : 13.02.2024

To

NAME: R. ANNAHALAIYAR

REG NO: 21MUCAI048

COLLEGE: MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE, RASIPURAM

Sub : Offer of Apprenticeship - reg.

Ref : Your application dt 13.02.2024

We are pleased to inform you that you have been provisionally selected for One year as Apprentice at our Factory. You can join as Apprentice during JULY 2024. Change, if any in the date of joining will be intimated to you over phone.

You will be paid a stipend of Rs.16300/- per month which includes Rs.1500/- for Attendance & Shift allowance subject to submission of Provisional certificate. Also you will be extended Uniform & Safety Shoes. Canteen facility at free of cost.

Please ensure that you have passed all subjects and have Provisional Certificate (Original). Also, you shall bring Two sets of Xerox copy of your 10th, 11th and 12th std, Diploma Provisional Certificate, Mark sheets, Aadhar card (Self, Father & Mother), PAN card, Four Passport and Two stamp size colour photograph, Medical/Fitness Certificate, Savings bank account (KYC updated) in any nationalized bank at the time of joining.

You shall adhere to the rules and regulations of the Company and maintain good discipline during the period of training.

We look forward to your fruitful association with us.

Thanking you,

Yours faithfully,

For TURBO ENERGY PRIVATE LIMITED

Authorised Signatory

Turbo Energy Private Limited
No. 160, Old Mahabalipuram Road
Peyapur 603 104
Kanchipuram District
Tamil Nadu, India
CIN : U40107TN1982PTCO99163
Phone : + 91 44 2742 5716
Fax : + 91 44 2742 5577
Email : hrpersonnel@turboenergy.co.in
Web : www.turboenergy.co.in

Regd Office
"Stonecut"
67 Chammur Road
Chennai 600 028
Tamil Nadu, India



JOB OFFER LETTER

22nd Jan'2024

Dear M. Anthe,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30th, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



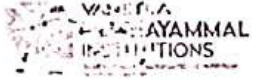
PVR ENTERPRISES

Human Resource Solutions & Services

M. Anthe
Signature

2/17/24 3:16 AM

Muthayammal College of Arts & Science Mail - Shortl... Muthayammal College of Arts & Science



placement@muthayammal.in <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

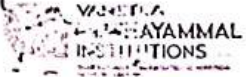
Regards,

| Sl. No. | Registration No. | ATS ID | Name | Contact No. | Contact Email | Gender | Education | Location | State | Group Name | Location | Intention | Status |
|---------|------------------|--------|---------------------|-------------|--|--------|-----------------------|--------------|-----------|--------------|----------|-----------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | parameshwarirama22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | sowmiya010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis.V | 6369785090 | jananiselvarathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | nirnanjanavasulu12@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini.K | 9080197077 | priyadharshini207901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | abinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | chitrajovincasamy2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | priyapriya15915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavyadharshini.V | 9042532208 | pavyadharshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | kavyashreerav2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 8778222383 | ragasiya2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | kowsika.K | 739751449 | kowsikowski0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari.S | 6374220358 | is7pragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini.B | 8428687993 | bpriyadharshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | mythiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | mr.dharsanb003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Venkatesan.62004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | srinidhakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | vimal.it.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173666 | Samikumar.C | 6330635232 | samikumar24@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173557 | Vishnu.S | 7010237190 | vishnu70103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham9151@gmail.com | Male | B.Com | Kallalurchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen96069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | nithinabisheskm@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavilay9673@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhiya.M | 6369858313 | sandhiyamunivappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | rajvarshini7@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 5382731938 | mynaadeepa3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | jananiyuva1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | santhiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamurugesan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhillip637@zmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | sunfanth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya k | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | iosephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham .R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dinesh@mail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

17/24 3:16 AM

Muthayammal College of Arts & Science Mail - Shortlists OF Muthayammal College Of Arts & since



placement@muthayammal.in <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMB

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Admission Date | AIS ID | Name | Contact No. | Mobile No. | Gender | Education | Location | State | Recruiter Name | Zoning Location | Domestic/International | Status |
|---------|----------------|--------|---------------------|-------------|---|--------|-----------------------|--------------|-----------|----------------|-----------------|------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | parameshwarirama22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | sowmya010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis . V. | 6369785090 | jananiselvarathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | nirajanavasu12@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | priyadarshini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | abinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | chitraovincasamy2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | priyapriya15915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavayadharshini.V | 9042532208 | pavayadharshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | kavyashreeravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 8778222383 | ragasiya2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Knwshika.K | 739751449 | knwshikows0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari.S | 6374220358 | ispragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173529 | Priyadarshini.B | 8428687993 | priyadarshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G. | 9994366045 | mythiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | mr.dharsab003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Venkatesan.62004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | srinidhinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | vimal.it.mer@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173567 | Tamilmaran.C | 6320635232 | tamilmaran74@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173557 | Vishnu.S | 7010227190 | vishnu70103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham9151@gmail.com | Male | B.Com | Kallaluruchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen96069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallaluruchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | nithinabisheskm@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavilay9603@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | sandhyamuniyappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | mohavarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 5382731938 | mynaadesap3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | jananiyuva1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | santhiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamurugesan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|-------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.J | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhillip637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya k | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahulkumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745835 | arunrajansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220564382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakunchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham .R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30062007@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/ Ms. Deepak Murgan - BCP
Salem
Ph: 9629205023

Dear: Deepak,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate** with **Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

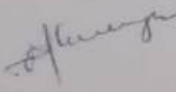
The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

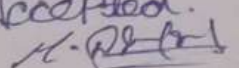
We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**


Clyde Peter Alweyn
Head – Talent Acquisition

Accepted.


Letter Of Intent

Date: 3-2-2024
Dear DEVAKUMAR P - BCA

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

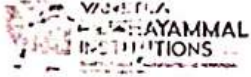
Signature: 

Name: Devakumar P

Date: 03/02/24

2/17/24 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists OF Muthayammal College Of Arts & since



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Joining Date | ATS ID | Name | Contact No. | CT | Gender | Education | Location | State | Recruiter Name | Joining Location | Domestic/ Intern. Student | Status |
|---------|--------------|--------|---------------------|-------------|--|--------|-----------------------|--------------|-----------|----------------|------------------|---------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwar.R | 9344714871 | parameshwariramy27@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | somiya010201@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis.V | 6369785090 | jananisetvarathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | nirajanavasul2@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini.K | 9080197077 | priyadharshini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | abinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | chitragovindasamy2034@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | priyapriya1995@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173524 | Gayathi.R | 8122330510 | gayathkrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavyadharshini.V | 9042532208 | pavyadharshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | kavyashreeerwi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 8778222383 | ragasiya2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika.K | 739751449 | kowsikowsi0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari.S | 6374220358 | pragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini.B | 8428687993 | priyadharshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | mythiliganesan15@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | mr.dharsan003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Venkatesan.62004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | srindinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | vimalit.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173666 | Tamilmaran.C | 630635232 | tamilmaran24@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173552 | Vishnu.S | 7010237190 | vishnu701023@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham9161@gmail.com | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen66069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | nithinabishesk@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavijay9673@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | sandhiyamunivappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | rajvarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 5382731938 | mysaadegga3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | jananiyva1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | santhiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamyuresan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi P. | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhilip637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya k | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahulkumar A | 8838473384 | rahulkumar270324@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajanska@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham .R | 8667653869 | emplregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Offer: Computer Consultancy

Ref: TCSL/DT20234457311/Chennai

Date: 13/01/2024

Ms. Dhanusha M
304Therku Kattu Kottai,
Ariyalalayam Post Salem,
Salem-636119,
Tamilnadu.
Tel# -

Dear Dhanusha M,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234457311

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234457311

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve



months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Dhanusha M |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007 | Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka |
| BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024 | Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119 |
| DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana | DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP |
| Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam | Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad |
| INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh | KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords |
| KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042 | MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606 |
| NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108, | PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra |
| Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear DHARANI.A - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



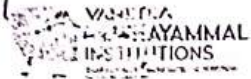
ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: A. Dhruvi
Name: A. Dhruvi
Date: 03.02.2024.

01/17/24 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists OF Muthayammal College Of Arts & since



placement@muthayammal.in <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Fri, Feb 16, 2024 at 5:18 PM

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Entry Date | ATS ID | Name | Contact No. | Mobile No. | Gender | Education | Location | State | Recruiter Name | Joining Location | Domestic/International | Status |
|---------|------------|--------|---------------------|-------------|---|--------|-----------------------|--------------|-----------|----------------|------------------|------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | parameshwarirama22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | sowmiya010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis.V | 6369785090 | jananiselvarathen006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | nirnanjanavas12@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini.K | 9080197077 | priyadharshini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | abinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | chitragovindasamy2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | priyapriya15915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavayadharshini.V | 9042532208 | pavayadharshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | kavyashreeravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 8778222383 | ragasiya2003@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika.K | 739751449 | kowsikowsi0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari.S | 6374220358 | is7pragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini.B | 8428687993 | bpriyadharshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | mythiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173572 | Dharsan.B | 7339483848 | mr.dharsab003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Venkatesan162004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | srinidinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | vimal.it.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173660 | Ramimaran.C | 6330635232 | ramimaran24@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010237190 | vishnu70103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham9151@gmail.com | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen96069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | nithinabisheskm@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavilay9603@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | sandhiyamunivappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | raivarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 5382731938 | mynaadepa3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | jananiyuva1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | santhiyasarevanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamurugesan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasudevan1112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 39 | 16-Feb-24 | 173741 | Selvaputhi.J | 9629537579 | selvaputhi5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhiip637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363344342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | lathuthan.R | 8807954097 | lathuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya k | 9597451929 | dhivvekarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavamv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajaniva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham .R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



JOB OFFER LETTER

22nd Jan'2024

Dear Dharshini - G

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [SripERMudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



Dharshini

PVR ENTERPRISES

Human Resource Solutions & Services

Dharshini
Signature



Date: 19.2.2024

Mr/Ms/Mrs Elangovan.M

Dear Elangovan

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at Chennai. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.2.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "Trainee Process Consultant". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- Six (6) passport size color photographs, for our records.
- Photocopy of your Aadhaar Card with number
- Proof of Address (Current and Permanent)

Yours sincerely,

NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager (HR)
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____

Date: _____

Place: _____

Encl: Annexure - I & II

Annexure- I Terms and Conditions of your appointment

- 1.1 Remuneration Details:** The details of your entitlements and your salary are as per Annexure - II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1** You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2** Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3** Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4** You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5** Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1** Your continuation in the service of the company is subject to your satisfactory performance during the period of training and that the company reserves its rights to terminate your services in the event that your performance is found unsatisfactory.
- 2.1.2** You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the Sagility employee leave policy. However, during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3** You will be deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.
Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.1.4** Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 Work Week:** The standard work week is Monday to Friday / Saturday. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be Two month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with Two months' notice or Two month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with Two month's notice or payment of Two month's basic salary in lieu of notice, at the discretion of the company.
Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.4 Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/or legal requirements with regard to the area of your responsibility.
- 2.7 Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc
- 2.8 Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 Transfer:**
- 2.10.1** The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2** Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3** In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows:-
- 2.10.3.1** that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2** That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3** That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4** In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 Working Hours -** The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring a smooth conduct of work as per the company's policy.
- 3.2 Double Employment Prohibited:**
- 3.2.1** You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 **Verification:**
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 If during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 In the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 In the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other
- employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.1 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.2 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or may be at any point in time & in any manner competitive with the businesses of the Company.
- 8.3 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional business with any current client or customer of the Company.
- 8.4 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 8.5 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable); You are entitled to avail relocation assistance as per the Sagility Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.
- 14.0 **Maternity Benefits:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- 15.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

| ANNEXURE II- SALARY & ALLOWANCES | | | | |
|---|--|---------------------------------|---------------|-----------------|
| Candidate Name | | | | |
| Designation | | Elango Govin M | | |
| Grade | | Trainee Professional Consultant | | |
| Components | | PC2 | | |
| | w.e.f-DO] | Location | Chennai | |
| | | | Monthly | Annual |
| Basic | "A" FIXED | | | |
| House Rent Allowance | | | 5,480 | 65,760 |
| Shift Allowance | | | 2,192 | 26,304 |
| Skill Allowance | | | 5,000 | 60,000 |
| "A" Sub-total- Gross Pay | | | 1,023 | 12,276 |
| | | | 13,695 | 1,64,340 |
| "B" RETIRAL BENEFITS | | | | |
| Advance against Statutory Bonus | | | | |
| Provident Fund- Employer's Contribution | | | 1,096 | 13,152 |
| Gratuity | | | 1,380 | 16,560 |
| ESI Contribution- Employer's Contribution | | | 264 | 3,168 |
| "B" Sub-total- Retiral benefits | | | 481 | 5,772 |
| Total Salary Cost (A+B) | | | 3,221 | 38,660 |
| | | | 16,916 | 2,03,000 |
| "C" VARIABLE PAY | | | | |
| Performance Incentives (@ 100% of given achievement targets) | | | 1,000 | 12,000 |
| "C" Sub-total- Variable | | | 1,000 | 12,000 |
| Total Cost to Company (A+B+C) | | | 17,916 | 2,15,000 |
| "D" INSURANCE/OTHER BENEFITS | | | | |
| Total Cost to Company: (A+B+C+D) | | | 17,916 | 2,15,000 |
| Net Salary*- This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF or ESI) or tax law or any changes in the compensation | | | 13,100 | 1,57,200 |
| Benefit/Scheme | Description | Value/PA | | |
| Performance Incentives | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | Rs. 12,000 p.a** | | |
| Subsidized Transport Service | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to be available and not to be cashed if not available. | Rs. 24,000 p.a** | | |
| Group Insurance in Lieu of EDLI (Under PF Act) | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 1,200,000 p.a** | | |
| Group Personal Accident | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| Group Term Life | You are covered under Group Term Life Insurance policy of the company for a sum of- | Rs. 2,00,000 p.a** | | |
| ESI Scheme | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | As applicable *p.m | | |
| Gratuity | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee. | As applicable* | | |
| Advance against provisional minimum statutory bonus | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to ceiling of minimum wages of the | As applicable* | | |
| Provident Fund | You will be covered under Employees Provident Fund (EPF) Scheme under PF Act. | As applicable *p.m | | |
| Income Tax | Appropriate income tax would be deducted in the payroll every month. | As applicable *p.m | | |
| Professional Tax | If any as per the applicable rules in your state. | As applicable *p.m | | |

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager(HR)
Sagility India Private Limited

Date:

Candidate Name:

As per ESIC, Family means all or any of the following relatives of an insured person namely: a spouse, a minor or legitimate child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) in continuing education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is blind by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the blindness continues and dependent person



placement muthayammal <placement@muthayammal.i

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Cc: "Hrslm ." <hrslm@muthootgroup.com>, "Hrztotnn ." <hrztotnn@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 A

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Thank you for your mail.

Regards,

On Sat, 20 Jan, 2024, 4:35 pm Hrslm ., <hrslm@muthootgroup.com> wrote:

Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N

Regional HR Salem (024)

hrslm@muthootgroup.com

Ph:8754759990

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

Looking forward to seeing your reply.

Thanks and regards,

Mr.U.Mohamed Iqbal

Co-Ordinator, Placement Cell

Muthayammal College of Arts and Science

Rasipuram-637408

Cell: 98942 94468

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Regards,
Muralidharan.s
Erode RHR.

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 Muthoot Finance Interview attended students.ods
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1. | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Chemistry | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BA English | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BSc Maths | Muthoot finance | Shortlisted |
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| 20 | 21UCA040 | JAGATHESH K | BCA | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BSc Maths | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | MSc Physics | Muthoot finance | Shortlisted |
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| 46 | 22PPH018 | SANTHOSH | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 21UMA041 | SASIVARNA V | BSc Maths | Muthoot finance | Shortlisted |
| 48 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |

Offer Letter

Date: - November 30th, 2023

CSOKUL . K . S .

BCA. Department,

Muthayammal College of Arts & Science (A Unit of VANETRA Group)
Rasipuram-637 408,
Namakkal Dt.,

Dear Candidate,

I am delighted & excited to welcome you to GATEWAY SOFTWARE SOLUTIONS as a **Software Development Intern**. At GATEWAY SOFTWARE SOLUTIONS, we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly *meaningful* internship experience with GATEWAY SOFTWARE SOLUTIONS.

Your appointment will be governed by the terms and conditions presented in the **Annexure A.**

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Sabarinathan M

CEO & Founder

Annexure A

You shall be governed by the following terms and condition of service during your iinternship with GATEWAY SOFTWARE SOLUTIONS, and those may be amended from time to time.

1. You are being hired as a **Python development Intern** and Sabarinathan M would be your Reporting Manager and Mentor during the internship. As a Python development Intern you would be responsible for write programs and present. Sometime need to support for Business Activities.
2. Your date of joining is 25-12-2023 and the duration of the internship would be 3 Months During this time you are expected to devote your time and efforts solely to GATEWAY SOFTWARE SOLUTIONS work. You are also required to let your mentor know about forthcoming events (if there are any) in advance so that your work can be planned accordingly. From 4th Month you will be offered permanent employee with salary of 2.5 Lakhs to 4 Lakhs as per performance during 3 months and to committed work for next 9 Months (Agreement).
3. You will be working at office for the duration of the internship. There will be catch ups scheduled with your mentor to discuss work progress and overall internship experience at regular intervals.
4. All the work that you will produce at or in relation to GATEWAY SOFTWARE SOLUTIONS will be the intellectual property of GATEWAY SOFTWARE SOLUTIONS. You are not allowed to store, copy, sell, share, and distribute it to a third party under any circumstances. Similarly you are expected to refrain from talking about your work in public domains (both online such as blogging, social networking site and offline among your friends, college etc.) without prior discussion and approval with your mentor.
5. We take data privacy and security very seriously and to maintain confidentiality of any students, customers, clients, and companies' data and contact details that you may get access to during your internship will be your responsibility. GATEWAY SOFTWARE SOLUTIONS operates on **zero tolerance** principle with regard to any breach of data security guidelines. At the completion of the internship you are expected to hand over all GATEWAY SOFTWARE SOLUTIONS work/data stored on your Personal Computer to your mentor and delete the same from your machine.

6. During the appointment period you shall not engage yourselves directly or indirectly or in any capacity in any other organization (other than your college). In the event of breach of this condition, this appointment is liable to be terminated forthwith by the company. In addition, you shall be liable to pay liquidated damages to the Company of an extent estimated by the Company.
7. Under normal circumstances either the company or you may terminate this association by providing a notice of 30 days without assigning any reason. However, the company may terminate this agreement forthwith under situations of in-disciplinary behaviours.
8. You are expected to conduct yourself with utmost professionalism in dealing with your mentor, team members, colleagues, clients and customers and treat everyone with due respect.
9. GATEWAY SOFTWARE SOLUTIONS is a startup and we love people who like to go beyond the normal call of the duty and can think out of the box. Surprise us with your passion, intelligence, creativity and hardwork – and expect appreciation & rewards to follow.
10. Expect constant and continuous objective feedback from your mentor and other team members and we encourage you to ask for and provide feedback at every possible opportunity. It's your right to receive and give feedback – this is the ONLY way we all can continuously push ourselves to do better.
11. Have fun at what you do and do the right thing – both the principles are core of what GATEWAY SOFTWARE SOLUTIONS stands for and we expect you to imbibe them in your day to day actions and continuously challenge us if we are falling short of expectations on either of them.

I have negotiated, agreed, read and understood all the terms and conditions of this Internship letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter.

Date:

Signature:

Place:

Name:



placement muthayammal <placement@muthayammal.i

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Cc: "Hrslm ." <hrslm@muthootgroup.com>, "Hrztotnn ." <hrztotnn@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 A

Dear Sir

Please find the shortlisted candidate list.

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Regards,

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@Hrerd Murali please share your shortlisted candidate list

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Regional HR Salem (024)

hrslm@muthootgroup.com

Ph:8754759990

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Thanks and regards,

Mr.U.Mohamed Iqbal

Co-Ordinator, Placement Cell

Muthayammal College of Arts and Science

Rasipuram-637408

Cell: 98942 94468

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Regards,
Muralidharan.s
Erode RHR.

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 Muthoot Finance Interview attended students.ods
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
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| 42 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
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| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnnext.com

Letter Of Intent

Date: 3 2 2024
Dear GOKULKANNAN S - BCA

As per your request application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs 12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature *B. Gokulkannan S*
Name: GOKULKANNAN S
Date: 03-02-2024



Ref : TEP / 2024 / OFR / 0590

Date : 13.02.2024

To

NAME: S. GOKUL RAJ

REG NO: 21MCCA1065

COLLEGE: MUTAAYAMMAL COLLEGE OF ARTS AND SCIENCE,
RASIPURAM

Sub : Offer of Apprenticeship - reg.

Ref : Your application dt 13.02.2024

We are pleased to inform you that you have been provisionally selected for One year as Apprentice at our Factory. You can join as Apprentice during JULY 2024. Change, if any in the date of joining will be intimated to you over phone.

You will be paid a stipend of Rs.16300/- per month which includes Rs.1500/- for Attendance & Shift allowance subject to submission of Provisional certificate. Also you will be extended Uniform & Safety Shoes. Canteen facility at free of cost.

Please ensure that you have passed all subjects and have Provisional Certificate (Original). Also, you shall bring Two sets of Xerox copy of your 10th, 11th and 12th std, Diploma Provisional Certificate, Mark sheets, Aadhar card (Self, Father & Mother), PAN card, Four Passport and Two stamp size colour photograph, Medical/Fitness Certificate, Savings bank account (KYC updated) in any nationalized bank at the time of joining.

You shall adhere to the rules and regulations of the Company and maintain good discipline during the period of training.

We look forward to your fruitful association with us.

Thanking you,

Yours faithfully,

For TURBO ENERGY PRIVATE LIMITED

Authorised Signatory

Turbo Energy Private Limited
No. 100, Old Mahabalipuram Road
Paiyanur 603 104
Kanchipuram District
Tamil Nadu, India
CIN : U40107TN1982PTC009363
Phone: +91 44 2742 5716
Fax : +91 44 2742 5577
Email : teppersonnel@turboenergy.co.in
Web : www.turboenergy.co.in

Regd. Office:
'Stoneacre'
67 Chamiers Road
Chennai 600 028
Tamil Nadu, India



placement muthayammal <placement@muthayammal.i

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Cc: "Hrslm ." <hrslm@muthootgroup.com>, "Hrztlnn ." <hrztlnn@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 A

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Thank you for your mail.

Regards,

On Sat, 20 Jan, 2024, 4:35 pm Hrslm ., <hrslm@muthootgroup.com> wrote:

Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N

Regional HR Salem (024)

hrslm@muthootgroup.com

Ph:8754759990

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

Looking forward to seeing your reply.

Thanks and regards,

Mr.U.Mohamed Iqbal

Co-Ordinator, Placement Cell

Muthayammal College of Arts and Science

Rasipuram-637408

Cell: 98942 94468

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

Regards,
Muralidharan.s
Erode RHR.

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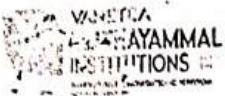
 Muthoot Finance Interview attended students.ods
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Chemistry | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BA English | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BSc Maths | Muthoot finance | Shortlisted |
| 11 | 21UCA011 | DEEPAK M | BCA | Muthoot finance | Shortlisted |
| 12 | 21UMA008 | DEVIKA M | BSc Maths | Muthoot finance | Shortlisted |
| 13 | 21UCA025 | GOBIKA K P | BCA | Muthoot finance | Shortlisted |
| 14 | 21UCA027 | GOKUL M | BCA | Muthoot finance | Shortlisted |
| 15 | 21UCA028 | GOKULKANNAN S | BCA | Muthoot finance | Shortlisted |
| 16 | 21UCA031 | GOMATHI S | BCA | Muthoot finance | Shortlisted |
| 17 | 22PPH005 | GOWRI A | MSc Physics | Muthoot finance | Shortlisted |
| 18 | 21UCS050 | HARIHARAN R | BSc Computer Science | Muthoot finance | Shortlisted |
| 19 | 22PPH008 | HARIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 20 | 21UCA040 | JAGATHESH K | BCA | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BSc Maths | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | MSc Physics | Muthoot finance | Shortlisted |
| 23 | 22PPH012 | KAVIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 24 | 21UCS070 | KAVIRAJ C | BSc Computer Science | Muthoot finance | Shortlisted |
| 25 | 21UMA055 | KIRUTHIKA R | BSc Maths | Muthoot finance | Shortlisted |
| 26 | 21UCA058 | LAKSMAN PRAHATH V D | BCA | Muthoot finance | Shortlisted |
| 27 | 21UCA061 | MAHESWARAN K | BCA | Muthoot finance | Shortlisted |
| 28 | 21UCA062 | MAHITH S | BCA | Muthoot finance | Shortlisted |
| 29 | 21UBA027 | MANIKANDAN A | BBA | Muthoot finance | Shortlisted |
| 30 | 21UCH016 | MATHIYAZHAGAN.M | BSc Chemistry | Muthoot finance | Shortlisted |
| 31 | 21UEC009 | MONISHKUMAR.S | BSc E&C | Muthoot finance | Shortlisted |
| 32 | 21UCA069 | MURALIDHARAN C | BCA | Muthoot finance | Shortlisted |
| 33 | 21UMA031 | PARAMESHWARI R | BSc Maths | Muthoot finance | Shortlisted |
| 34 | 22PCS017 | PRASANTH D | MSc Computer Science | Muthoot finance | Shortlisted |
| 35 | 22PCS018 | PRASANTH E | MSc Computer Science | Muthoot finance | Shortlisted |
| 36 | 21UCH025 | PREETHI.T | BSc Chemistry | Muthoot finance | Shortlisted |
| 37 | 21UCA079 | PRIYADHARSHINI G P | BCA | Muthoot finance | Shortlisted |
| 38 | 21UMA034 | PRIYADHARSHINI R | BSc Maths | Muthoot finance | Shortlisted |
| 39 | 21UCA083 | RAJALINGAM M | BCA | Muthoot finance | Shortlisted |
| 40 | 21UST010 | RAMYA R | BSc Stat | Muthoot finance | Shortlisted |
| 41 | 21UCM138 | SABESH M | B.Com | Muthoot finance | Shortlisted |
| 42 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
| 43 | 21UMA038 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 44 | 22PPH026 | SANJAY V | MSc Physics | Muthoot finance | Shortlisted |
| 45 | 22PCS026 | SANJIVKUMAR S | MSc Computer Science | Muthoot finance | Shortlisted |
| 46 | 22PPH018 | SANTHOSH | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 21UMA041 | SASIVARNA V | BSc Maths | Muthoot finance | Shortlisted |
| 48 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |

2/17/24 3:16 AM

Muthayammal College of Arts & Science Mail - Shortlists of Muthayammal College of Arts & since



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Registration Date | ATSID | Name | Contact No. | Mobile No. | Gender | Educational | Location | State | Faculty Name | Joining Location | Domestic/International | Status |
|---------|-------------------|--------|--------------------|-------------|---|--------|-----------------------|--------------|-----------|--------------|------------------|------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | parameshwari.ramya22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | somya010201@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis.V | 6369785090 | jananisvelarathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasvama.V | 7904002473 | sasvama.v@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | niranjana.vasu12@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini.K | 9080197077 | priyadharshini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | abinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | chitra.govindasamy2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya.dharshini.G | 8525837789 | priyapriya19915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavvadharshini.V | 9042532208 | pavvadharshini.venkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | kavyashree.ravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasivdharshini.G | 8778222383 | ragasiya2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika.K | 7397514449 | kowsikowsika0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari.S | 6374220358 | is7pragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini.B | 8428687993 | bpriyadharshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | mythilijanesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | mr.dharsan003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | venkatesan.62004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | srikinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | vimal.it.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173600 | Tamilraj.C | 632635232 | tamilraj024@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173557 | Vishnu.S | 7010337190 | vishnu2003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham9151@gmail.com | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen06069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | nithinabishesk@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranrav026@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavijay9673@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | sandhiyamunijayapen@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Monavarshini.R | 9345279138 | rajvarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 5382731938 | mynaadjeepa3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | jananiyaya1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173770 | Sarithiya.S | 9361348164 | sarithiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamynezsan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan.R | 9360943004 | sowndhar87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.I | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhill637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | suganth2278@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.k | 9597451929 | dhivyakaranakaran203@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson.P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahulkumar.A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan.V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajanskg@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173658 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham.R | 8667653869 | empletgowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail20062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Letter Of Intent

Date: 3.2.2024
Dear GOWTHAM V - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: V. Gowtham

Name: GOWTHAM V

Date: 03/02/2024



placement muthayammal <placement@muthayammal.in>

Fwd: Intent Offer Letter - MMC Infotech Services

2 messages

Hariharan Ponnusamy <hariharanponnusamy01@gmail.com>
To: "placement@muthayammal.in" <placement@muthayammal.in>

Fri, Apr 26, 2024 at 9:50 PM

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

From: Hariharan Ponnusamy <hariharanponnusamy01@gmail.com>
Date: Fri, Apr 26, 2024, 9:48 PM
Subject: Re: Intent Offer Letter - MMC Infotech Services
To: MMC Infotech Services <careers@mmcinfotech.com>

I accept the offer.

On Fri, Apr 26, 2024, 4:22 PM MMC Infotech Services <careers@mmcinfotech.com> wrote:

Dear Hariharan P,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team Muthayammal College of Arts & Science. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Project Trainee Executive and your stipend would be **13,000 to 18,000 Per Month**

You are here by requested to fulfill Joining Formalities with the below mentioned documents by visiting our office in person after the final discussion over the phone.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Vaccination Certificate (PDF Version)
- Photographs – 4
- Resume 2

The Date of joining and Salary will be communicated to you after the final discussion.

MMC Infotech Services Pvt Ltd
Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028
Opp : Alphonse Ground
Bus Stop: Pattinapakkam Bus Stop
Mobile 9840264662

Thanks and Regards
Talent Acquisition Team
Mobile 9840264662
E-mail Id : careers@mmcinfotech.com

Hariharan Ponnusamy <hariharanponnusamy01@gmail.com>

Fri, Apr 26, 2024 at 9:51 PM



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear HEMAPRIYA R - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: R. Hmf
Name: Hemapriya . R
Date: 03/02/2024



JOB OFFER LETTER

22nd Jan'2024

Dear ILANARASI.M.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at **Foxconn Hon Hai Technology India Mega Development Private Limited** with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumdhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge; and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,

PVR ENTERPRISES
Human Resource Solutions & Services

Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3 2 2024
Dear JAGADHEESH K - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

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- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary), and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined

Signature:
Name: Jagadheesh.k
Date: 02/02/24



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3 2 2024
Dear JAGADHEESH K - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

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- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary), and
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- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined

Signature:
Name: Jagadheesh.k
Date: 02/02/24



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : JOEL

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: JOEL.

Signature: Joel

Date: 22/03/2024.

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com, Contact No: 9976348050

Box



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : JOGANAS MARSHIYA A

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - o Ration Card
 - o Passport
 - o Driving License
- Photocopy of ID Proof (Any One)
 - o Passport
 - o Driving License
 - o Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: Jogana Marshiya. A Signature: Jogana Marshiya Date: 22/03/2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
maresh.s.1@gmail.com Contact No: 9976348050



Offer: Computer Consultancy

Ref: TCSL/DT20234634238/Chennai

Date: 13/03/2024

Mr. Joseph Selinson P
1/120V I P Nagar, Kalaiyarkovil,
Somanathamangalam, 630551,
Sivaganga-630551,
Tamilnadu.
Tel# -

Dear Joseph Selinson P,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential
TCSL/DT20234634238

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234634238

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards the Provident Fund as per the provisions of the said Act.

You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

Gratuity

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the



offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or in extended working hours depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's



Compensation and Promotion policy.

7. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

8. **Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. **Work in SBWS mode**

"TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or connect remotely as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. **Service Agreement**

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.



11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned in this offer letter.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.



15. Retirement

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number **19**. Submission of documents.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the



documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card



20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job



rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Joseph Selinson P |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| <p>AHMEDABAD TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat. India</p> | <p>BHUBANESWAR TCS XP HR Lead Tata Consultancy Services, Kalinga Park Talent Development Block Barabati Building. IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024.</p> |
| <p>BANGALORE TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p> | <p>CHENNAI XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p> |
| <p>DELHI XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303.India</p> | <p>HYDERABAD XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh.</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP & GP, Kolkata, West Bengal 700091.</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p> |
| <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India.</p> | <p>NAGPUR TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p> |
| <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p> | <p>TRIVANDRUM TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p> |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its client's premises or remotely as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares his remote location with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at that might exist at the remote location which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Letter Of Intent

Date: 3.2.2024
Dear KANNAN A - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)


Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 

Name: A. KANNAN

Date: 02/02/2024



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : KARTHIGAA S
Email I'd : karthigaasrinivasan@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



Offer: Computer Consultancy

Ref: TCSL/DT20234463270/Chennai

Date: 13/01/2024

Ms. Karthika K
85/1Kuppanaickanoor,
Senthamangalam,
Namakkal-637404,
Tamil Nadu.
Tel# -

Dear Karthika K,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234463270

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

**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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Karthika K |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.





With Best Regards,

 **NCR ATLEOS**

R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!    

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; I lead IQAC VMI <head:iqac@muthayammal.in>

Subject: NCR Selected students details-reg

***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
| 24 | 21UCM005 | ANBUMARAN M | B.COM | 19 |
| 25 | 21UCM009 | ARUN A | B.COM | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | B.COM | 21 |
| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
| 30 | 21UCM029 | DHILIP S | B.COM | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | B.COM | 18 |
| 32 | 21UCM038 | GIRIDHARAN | B.COM | 17 |
| 33 | 21UCM050 | JEEVA G | B.COM | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | B.COM | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | B.COM | 19 |
| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | B.COM | 23 |
| 39 | 21UCC008 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHETHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| Sl. No. | Registration No. | Name | Course | Grade |
|---------|------------------|------------------|-------------|-------|
| | 21UCC049 | PARIMARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHI E | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI.G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGA! G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

| | | | | |
|-----|----------|---------------|-------------|----|
| 101 | 22PH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PPH026 | SANJAY V | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |

Letter Of Intent

Date: 3.2.2024
Dear KAVIRAJ.S - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs 12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs. 120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: S. Kaviraj
Name: S. Kaviraj
Date: 03/02/2024



JOB OFFER LETTER

rd.
22 Jan'2024

Dear KAVYA-S,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

Signature

Salary Broak-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



placement@muthayammal <placement@muthayammal>

Shortlists OF Muthayammal College Of Arts & science

1 message

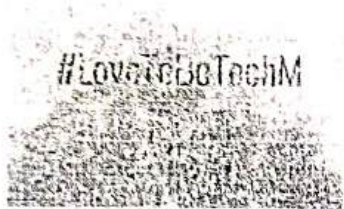
Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Registration No. | AISSD Name | Contact No. | Address | Gender | Education | Location | State | Residing Address | City | Domestic/Foreign | Selection Status |
|---------|------------------|------------|-------------|-------------------------------------|--------|-----------------------|-------------|-----------|------------------|---------|------------------|------------------|
| 1 | 16-Feb-24 | 173568 | 9344714871 | Parameshwaranaraya22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | 9626124930 | gowmyad10201@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | 6369785090 | lananisivarathar005@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | 7904002473 | sastharran@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | 8667435104 | nirnarayanavasu17@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | 9080197077 | pryadharsh ni202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | 7904559631 | abirayab6261@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | 9361156881 | chittaragovincaramy20C4@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | 8525837789 | pryapriya19915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | 8122330510 | egyathnikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | 9042532208 | parvadarshivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | 8667711034 | kavyashreearavil2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | 8778222383 | lakshya2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | 739751449 | kowsikowsi0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | 6374220358 | isforarathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | 8428687993 | dpriyadarshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | 9994666045 | mythiljanesani6@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | 7339483848 | nr.dharsab03@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | 7603968183 | venkatesan.E2004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | 9994480812 | chandrasaravanan26@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | 8838501593 | sundinakar@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173023 | 8778603879 | vimalie.meraj@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173671 | 6306635232 | pranavprajapati@gmail.com | Male | B.A | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173559 | 7010127190 | pranavprajapati@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | 8144337990 | gowtham9121@gmail.com | Male | B.Com | Kalluruchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | 9360371014 | pranavprajapati@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kalluruchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | 9566310078 | nithinabhishek@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | 9344041859 | saranarav06@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | 7695876886 | pryavilay9673@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | 6369658313 | sandhivannu11vaopar@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173168 | 9345279138 | egyathnikrishni2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | 5382731938 | myyaaaleeg3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | 9944691741 | pranavprajapati@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | 9361348164 | santhiyasatharajan1819@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | 6285824958 | divyapriyaranjanesan645@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|------------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 99768C2757 | vasudewan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Sekvaputh T | 9629533579 | sekvaputh5@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan V | 6382292377 | chethandhillip637@gmail.com | Male | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 936334342 | suganthan2378@gmail.com | Male | B.Com CA | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 42 | 16-Feb-24 | 173882 | Lachuthan R | 8807954097 | lachuthanramesh04@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarumararaj303@gmail.com | Female | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 46 | 16-Feb-24 | 173839 | Kavinivasan | 9442578084 | kavinivasan152004@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajaniswala@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhamodharan S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokul Kumar R | 8220664382 | gokulkumar7610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173658 | Mathvazhagan M | 8825528156 | mathv205ma@gmail.com | Male | B.Sc. Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Atiok C | 7667982132 | asthokkoman811@gmail.com | Male | B.Sc. Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,

No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March 24

Mr/ Ms. *Karanraj V - BCR*
Salem
Ph. 9597160485

Dear: *Karanraj V.*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate** with **Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head – Talent Acquisition

Accepted
V. Anil.



JOB OFFER LETTER

22nd Jan'2024

Dear Kinuthaka.A.

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumdhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

A. Kinuthaka
Signature



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,

No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAEC17500E1ZR

Letter of Intent ("LOI")

Date: 15th March '20

Mr/Ms. *Lakshman Prakash VD - Ben
Salem
Ph:- 9345490092*

Dear: *Lakshman*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited

[Signature]
Clyde Peter Alweyn
Head – Talent Acquisition

*Accepted
V.D. Lakshman Prakash*

Letter Of Intent

Date: 3.2.2024
Dear LOKESH KUMAR S - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

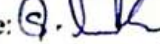
Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: Lokesh Kumar S

Date: 03/02/2024

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>
To: placement muthayammal <placement@muthayammal.in>
Cc: "Hrnslm ." <hrnslm@muthootgroup.com>, "Hrzttn ." <hrzttn@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 A

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:
Dear Sir,

Thank you for your mail.
Regards,

On Sat, 20 Jan, 2024, 4:35 pm Hrnslm ., <hrnslm@muthootgroup.com> wrote:
Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N
Regional HR Salem (024)
hrnslm@muthootgroup.com
Ph:8754759990

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:
Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

I looking forward to seeing your reply.

Thanks and regards,
Mr.U.Mohamed Iqbal
Co-Ordinator, Placement Cell
Muthayammal College of Arts and Science
Rasipuram-637408
Cell: 98942 94468

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

Regards,
Muralidharan.s
Erode RHR.

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Muthoot Finance Interview attended students.ods

23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | | | |
| 2 | 21UCA002 | ABINESH S | BSc Maths | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | BCA | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Computer Science | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Physics | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | MSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Maths | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BSc Chemistry | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BA English | Muthoot finance | Shortlisted |
| 11 | 21UCA011 | DEEPAK M | BSc Maths | Muthoot finance | Shortlisted |
| 12 | 21UMA008 | DEVIKA M | BCA | Muthoot finance | Shortlisted |
| 13 | 21UCA025 | GOBIKA K P | BSc Maths | Muthoot finance | Shortlisted |
| 14 | 21UCA027 | GOKUL M | BCA | Muthoot finance | Shortlisted |
| 15 | 21UCA028 | GOKULKANNAN S | BCA | Muthoot finance | Shortlisted |
| 16 | 21UCA031 | GOMATHI S | BCA | Muthoot finance | Shortlisted |
| 17 | 22PPH005 | GOWRI A | BCA | Muthoot finance | Shortlisted |
| 18 | 21UCS050 | HARIHARAN R | MSc Physics | Muthoot finance | Shortlisted |
| 19 | 22PPH008 | HARIPRIYA S | BSc Computer Science | Muthoot finance | Shortlisted |
| 20 | 21UCA040 | JAGATHESH K | MSc Physics | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BCA | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | BSc Maths | Muthoot finance | Shortlisted |
| 23 | 22PPH012 | KAVIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 24 | 21UCS070 | KAVIRAJ C | MSc Physics | Muthoot finance | Shortlisted |
| 25 | 21UMA055 | KIRUTHIKA R | BSc Computer Science | Muthoot finance | Shortlisted |
| 26 | 21UCA058 | LAKSMAN PRAHATH V D | BSc Maths | Muthoot finance | Shortlisted |
| 27 | 21UCA061 | MAHESWARAN K | BCA | Muthoot finance | Shortlisted |
| 28 | 21UCA062 | MAHITH S | BCA | Muthoot finance | Shortlisted |
| 29 | 21UBA027 | MANIKANDAN A | BCA | Muthoot finance | Shortlisted |
| 30 | 21UCH016 | MATHIYAZHAGAN.M | BBA | Muthoot finance | Shortlisted |
| 31 | 21UEC009 | MONISHKUMAR.S | BSc Chemistry | Muthoot finance | Shortlisted |
| 32 | 21UCA069 | MURALIDHARAN C | RSc E&C | Muthoot finance | Shortlisted |
| 33 | 21UMA031 | MURALIDHARAN C | BCA | Muthoot finance | Shortlisted |
| 34 | 22PCS017 | PARAMESHWARI R | BSc Maths | Muthoot finance | Shortlisted |
| 35 | 22PCS018 | PRASANTH D | MSc Computer Science | Muthoot finance | Shortlisted |
| 36 | 21UCH025 | PRASANTH E | MSc Computer Science | Muthoot finance | Shortlisted |
| 37 | 21UCA079 | PREETHI.T | BSc Chemistry | Muthoot finance | Shortlisted |
| 38 | 21UCA034 | PRIYADHARSHINI G P | BCA | Muthoot finance | Shortlisted |
| 39 | 21UCA083 | PRIYADHARSHINI R | BSc Maths | Muthoot finance | Shortlisted |
| 40 | 21UST010 | RAJALINGAM M | BCA | Muthoot finance | Shortlisted |
| 41 | 21UST010 | RAMYA R | BSc Stat | Muthoot finance | Shortlisted |
| 42 | 21UCM138 | SABESH M | B.Com | Muthoot finance | Shortlisted |
| 43 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
| 44 | 21UMA038 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 45 | 22PPH026 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 46 | 22PCS026 | SANJIVKUMAR S | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 22PPH018 | SANTHOSH | MSc Computer Science | Muthoot finance | Shortlisted |
| 48 | 21UMA011 | SASIVARNA V | MSc Physics | Muthoot finance | Shortlisted |
| 49 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |

Date: 14.9.2024

✓
Mr/Ms/Mrs Mahidh.S

Dear Mahidh

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.8.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- b) Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- c) Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- d) Six (6) passport size color photographs, for our records.
- e) Photocopy of your Aadhaar Card with number
- f) Proof of Address (Current and Permanent)

Yours sincerely,



NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager(HR)
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____

Date: _____

Place: _____

Encl: Annexure - I & II

- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 **Verification:**
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the detail is provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso therein.
- 5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company
- 8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.1
- 8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable); You are entitled to avail relocation assistance as per the Sagility Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, You shall be able to pay the amount received towards shipment of household goods and /or car as per the retention clause in the policy.
- 14.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- 15.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES

| | | | | |
|--|---|-------------------------------------|---------------|-----------------|
| Candidate Name | | Makish S | | |
| Designation | | Trainee Process Consultant | | |
| Grade | | PC2 | | |
| Components | | Location | | Chennai |
| | | w.e.f. (DO) | | |
| | | "A" FIXED | | |
| Basic | | | 5,480 | 65,760 |
| House Rent Allowance | | | 2,192 | 26,304 |
| Shift Allowance | | | 5,000 | 60,000 |
| Skill Allowance | | | 1,023 | 12,276 |
| "A" Sub-total - Gross Pay | | | 13,695 | 1,64,340 |
| | | "B" RETIRAL BENEFITS | | |
| Advance against Statutory Bonus | | | 1,096 | 13,152 |
| Provident Fund - Employer's Contribution | | | 1,380 | 16,560 |
| Gratuity | | | 264 | 3,168 |
| ESIC Contribution - Employer's Contribution | | | 481 | 5,772 |
| "B" Sub-total - Retiral benefits | | | 3,221 | 38,660 |
| Total Salary Cost (A+B) | | | 16,916 | 2,03,000 |
| | | "C" VARIABLE PAY | | |
| Performance incentives (@ 100% of given achievement targets) | | | 1,000 | 12,000 |
| "C" Sub-total - Variable | | | 1,000 | 12,000 |
| Total Cost to Company (A+B+C) | | | 17,916 | 2,15,000 |
| | | "D" INSURANCE/OTHER BENEFITS | | |
| Total Cost to Company: (A+B+C+D) | | | 17,916 | 2,15,000 |
| Net Salary* This is an approximate amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF or ESI) or tax laws or any changes in the compensation | | | 13,100 | 1,57,200 |
| Benefit/Scheme | Description | Value/PA | | |
| Performance incentives | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | Rs. 12,000 p.a.** | | |
| Subsidized Transport Service | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to be availed and not to be cashed if not availed. | Rs. 24,000 p.a.** | | |
| Group Insurance in Lieu of EDLI (Under PF Act) | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 1,200,000 p.a.** | | |
| Group Personal Accident | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 2,00,000 p.a.** | | |
| Group Term Life | You are covered under Group Term Life Insurance policy of the company for a sum of- | Rs. 2,00,000 p.a.** | | |
| ESIC Scheme | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | As applicable *p.m | | |
| Gratuity | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act in the event of demise or permanent disability of an employee. | As applicable * | | |
| Advance against provisional minimum statutory bonus | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to ceiling of minimum wages of the | As applicable * | | |
| Provident Fund | You will be covered under Employees Provident Fund (EPF) Scheme under PF Act. | As applicable *p.m | | |
| Income Tax | Appropriate income tax would be deducted in the payroll every month. | As applicable *p.m | | |
| Professional Tax | If any as per the applicable rules in your state. | As applicable *p.m | | |

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.



NAME: Kiran Kumar G
 DESIGNATION: Deputy General Manager (HR)
 Sagility India Private Limited

Date:

Candidate Name:

As per ESIC, family means all or any of the following relatives of an insured person namely - a spouse, a wife or legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the savings of the insured person and who is (a) in course of education, (b) is or is about to attain the age of twenty five years, (c) an unmarried daughter, a child who is infirm by reason of any physical or mental disability or injury and is wholly dependent on the savings of the insured person, so long as the infirmity continues and dependent upon the insured person.

Annexure - I Terms and Conditions of your appointment

- 1.1 Remuneration Details:** The details of your entitlements and your salary are as per Annexure - II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1** You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2** Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3** Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4** You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5** Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1** Your continuation in the service of the company is subject to your satisfactory performance during the period of training and that the company reserves its rights to terminate your services in the event that your performance is found unsatisfactory.
- 2.1.2** You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the Sagility employee leave policy. However, during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3** You will be deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.
Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.1.4** Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 Work Week:** The standard work week is Monday to Friday / Saturday. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be Two month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with Two months' notice or Two month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with Two month's notice or payment of Two month's basic salary in lieu of notice, at the discretion of the company.
Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.4 Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/or legal requirements with regard to the area of your responsibility.
- 2.7 Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc
- 2.8 Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 Transfer:**
- 2.10.1** The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2** Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3** In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows:-
that you shall follow and be governed by the rules and regulations applicable.
2.10.3.1 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.2**
- 2.10.3.3** That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4** In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 Working Hours -** The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 Double Employment Prohibited:**
- 3.2.1** You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing in each case.



**HRH
Next**

THE GOOD CALL

794-A, Corporate Castle,
2nd Floor Oppio Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnex.com

Letter Of Intent

Date: 3.2.2024

Dear MATHESWARAN A - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)

ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *A. Matheswaran*
Name: A. Matheswaran
Date: 03.02.2024

Letter Of Intent

Date: 32 2024
Dear MOHAMMED ARIEF N - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: N. Mohammed Arief N
Name: Mohammed Arief N
Date: 03.02.2024



SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : MOHANA M
Email I'd : mohanamaduraiveeran24@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '20

Mr/Ms. *Muralidharan C - B (P)*
Salem
Pa - 6381131323

Dear: *Muralidharan.*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited

Clyde Peter Alweyn
Head – Talent Acquisition

Accepted
C. M. L. L.



Ref : TEP / 2024 / OFR / 0589

Date : 13 . 02 . 2024

To

NAME: S. MUTHUKUMAR

REG NO: 21MUCAL091

COLLEGE: MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE,
RASIPURAM

Sub : Offer of Apprenticeship - reg.

Ref : Your application dt 13.02.2024

We are pleased to inform you that you have been provisionally selected for One year as Apprentice at our Factory. You can join as Apprentice during JULY 2024. Change, if any in the date of joining will be intimated to you over phone.

You will be paid a stipend of Rs.16300/- per month which includes Rs.1500/- for Attendance & Shift allowance subject to submission of Provisional certificate. Also you will be extended Uniform & Safety Shoes. Canteen facility at free of cost.

Please ensure that you have passed all subjects and have Provisional Certificate (Original). Also, you shall bring Two sets of Xerox copy of your 10th, 11th and 12th std, Diploma Provisional Certificate, Mark sheets, Aadhar card (Self, Father & Mother), PAN card, Four Passport and Two stamp size colour photograph, Medical/Fitness Certificate, Savings bank account (KYC updated) in any nationalized bank at the time of joining.

You shall adhere to the rules and regulations of the Company and maintain good discipline during the period of training.

We look forward to your fruitful association with us.

Thanking you,

Yours faithfully,

For TURBO ENERGY PRIVATE LIMITED

Authorised Signatory

Turbo Energy Private Limited
No. 100, Old Mahabalipuram Road
Peyyanur 603 104
Kanchipuram District
Tamil Nadu, India
CIN : U40107TN1982PTC009363
Phone: +91 44 2742 5716
Fax : +91 44 2742 5577
Email : hr@turboenergy.co.in
Web : www.turboenergy.co.in

Regd. Office:
'Stoneacre'
87 Chammers Road
Chennai 600 028
Tamil Nadu, India



Offer: Computer Consultancy

Ref: TCSL/DT20234463268/Chennai

Date: 13/01/2024

Ms. Nandhini Pr
19aKrishna Street,Rasipuram,
Near Vkr Mandabam,
Namakkal-637408,
Tamil Nadu.
Tel# -

Dear Nandhini Pr,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234463268

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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TCSL/DT20234463268

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve



months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



*There is no criminal offence registered/pending against you

*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Nandhini Pr |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



JOB OFFER LETTER

22 Jan'2024

Dear S. Naveena,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

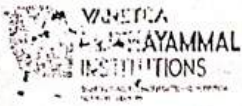
Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

S. Naveena
Signature



placement@muthayammal <placement@muthayamma!

Shortlists OF Muthayammal College Of Arts & science

message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Admission Date | ATS ID | Name | Contact No. | Phone No. | Email | Gender | Education | Location | State | Request Name | Home Location | Domestic/Foreign | Status |
|---------|----------------|--------|-------------------|-------------|-----------|--|--------|------------------------|--------------|-----------|--------------|---------------|------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | | parameshwarinirmaya42@gmail.com | Female | B.Sc. Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somika S | 9626124930 | | somniya010401@gmail.com | Female | B.Sc. Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani S | 6369785090 | | jananiteelvarathan005@gmail.com | Female | B.Sc. Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sakshama V | 7904002473 | | sakshamav@gmail.com | Female | B.Sc. Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 8667435104 | | nirnanjanavasu12@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini K | 9080197077 | | priyadarshini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya R | 7904559631 | | abinaya6762@gmail.com | Female | B.Com. CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | | chitrajovinicasamy2004@gmail.com | Female | B.Com. CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini G | 8525837789 | | priyapriya19915@gmail.com | Female | B.Sc. Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | | gayathrikrishnan3033@gmail.com | Female | B.Com. CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavvyadarshini V | 9042532208 | | pavvyadarshinivenkateshwaran@gmail.com | Female | B.Com. CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | | kavyashreeravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasyadarshini G | 8778222383 | | ragasya2003@gmail.com | Female | B.Com. CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 739751449 | | kowsikows0901@gmail.com | Female | B.Com. CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragathi shwari S | 6374220358 | | is7pragathi@gmail.com | Female | B.Com. CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini S | 8428687993 | | bpriyadarshini202@gmail.com | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili G | 9994366045 | | mythiliganesan16@gmail.com | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339483848 | | mr.dharsan003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | | venkatesan162004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinaraj S | 8838501593 | | srinidharan@gmail.com | Male | B.Sc. Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8778603879 | | vimal.d.mrc@gmail.com | Male | B.Sc. Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173577 | Samirahin C | 6300635232 | | samirahin14@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173557 | Vishnu S | 7010237190 | | vishnu7010@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Sowthom P | 8144337990 | | sowtham9121@gmail.com | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371014 | | praveen96069@gmail.com | Male | B.Com | Thoopthukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwari G | 6385790551 | | mukeshwaran1216@gmail.com | Male | B.Com. CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abhishek M | 9566330078 | | nithinabhishek@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya M | 7695876886 | | priyavijay9623@gmail.com | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | | sandhyamuthirappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Monavarshini R | 9345279138 | | rajvarshini2@gmail.com | Female | B.Sc. Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa S | 6382731938 | | deepajudeega3@gmail.com | Female | M.Sc. Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | | jananiyuva1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya S | 9361348164 | | santhiyasaravanan1816@gmail.com | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824958 | | divyamprugesan645@gmail.com | Female | M.Sc. Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhary87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasudcvan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Seivapujith.T | 9629537579 | seivapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173659 | Chethan.V | 6382292377 | chethandhill0637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan.G | 9363334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuthanameshi04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya k | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173840 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahulkumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavav150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajaniva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220654382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173658 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173648 | Gowtham .R | 8667653869 | gmpiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



794-A, Corporate Castle,
2nd Floor upto Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8872568308,
www.hrhnext.com

Letter Of Intent

Date: 03.02.2024
Dear NETHISH KANNAN, G - BCA

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs12, 000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120, 000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *G. Nethish Kannan*
Name: *G. Nethish Kannan*
Date: *03.02.2024*



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru - 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '20

Mr/ Ms. *Praveen Kumar - BCO*
Salem
PA - 7010278771

Dear: *Praveen,*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Associate with Indecomm Business Services (India) Private Limited and based out of Salem.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only).

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for Indecomm Business Services (India) Private Limited

Clyde Peter Alweyn
Head - Talent Acquisition

Accepted.
[Signature]



placement muthayammal <placement@muthayammal.in>

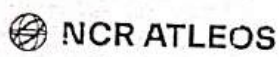
NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com> Thu, Mar 7, 2024 at 9:52 PM
To: placement muthayammal <placement@muthayammal.in>
Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994937878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>
Sent: Thursday, March 7, 2024 4:04 PM
To: Saravanan.Rk@ncr.com
Cc: principalarts muthayammal <principalarts@muthayammal.in>; I lead IQAC VMI <head:iqac@muthayammal.in>
Subject: NCR Selected students details-reg

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NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA078 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
| 24 | 21UCM005 | ANBUMARAN M | B.COM | 19 |
| 25 | 21UCM009 | ARUN A | B.COM | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | B.COM | 21 |
| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
| 30 | 21UCM029 | DHILIP S | B.COM | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | B.COM | 18 |
| 32 | 21UCM038 | GIRIDHARAN | B.COM | 17 |
| 33 | 21UCM050 | JEEVA G | B.COM | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | B.COM | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | B.COM | 19 |
| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | B.COM | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHEZHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| Sl No | Registration No | Name | Course | Grade |
|-------|-----------------|------------------|-------------|-------|
| | 21UCC049 | HARITHAKAN A | B COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHI E | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI.G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGAI G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

| | | | | |
|-----|---------|---------------|-------------|----|
| 101 | 22PH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PH026 | SANJAY V | MSc Physics | 18 |
| 103 | 22PH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PH029 | THATCHAYINI M | MSc Physics | 20 |

Letter Of Intent

Date: 3.2.2024
Dear PRIYADHARSHINI G P - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

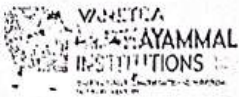
Signature: G. P. Priyadharsini

Name: PRIYADHARSHINI G. P

Date: 03.02.2024

2/17/24, 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists of CF Muthayammal College Of Arts & since



5

placement@muthayammal <placement@muthayammal>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18

Hello Sir,

Kindly find shortlisted profiles for your kind perusal.

Regards,



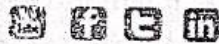
Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Date of Birth | Roll No. | Candidate Name | Registration No. | Registration Email | Gender | Education | College Name | College Address | City | Home Address | Home City | Home State | Home Country |
|---------|---------------|----------|----------------------|------------------|---|--------|-----------------------|--------------|-----------------|--------------|--------------|-----------|------------|--------------|
| 1 | 16-Feb-24 | 173558 | Paratheswar R | 9344714871 | paratheswar@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 2 | 16-Feb-24 | 173557 | Somina S | 9526124930 | sominyap01201@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 3 | 16-Feb-24 | 173557 | Jenani S | 6389785090 | jenanis03@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 4 | 16-Feb-24 | 173564 | Saravna V | 7904002473 | saravnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 5 | 16-Feb-24 | 173525 | Nirangana V | 86674335104 | nirangana@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 6 | 16-Feb-24 | 173569 | Privadharchini K | 9080197077 | privadharchini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 7 | 16-Feb-24 | 173654 | Abineya R | 79045559631 | abineya@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 8 | 16-Feb-24 | 173668 | Jayachitra G | 9361155851 | chitrajayachitra@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 9 | 16-Feb-24 | 173689 | Priva dharshini G | 8525837789 | privadpra1913@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 10 | 16-Feb-24 | 173554 | Sayathri F | 8122330510 | sayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 11 | 16-Feb-24 | 173565 | Prayadharshini V | 9042532208 | prayadharshini@venkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | kavyashree@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 13 | 16-Feb-24 | 173563 | Ragasvadevvarshini G | 8778222383 | ragasvadev@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 739751449 | kowsikowski0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 15 | 16-Feb-24 | 173671 | Pragatheshwari S | 6374220358 | pragatheshwari@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 16 | 16-Feb-24 | 173539 | Privadharshini S | 8428687993 | privadharchini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 17 | 16-Feb-24 | 173549 | Mythili G | 9994366045 | mythiligramesh15@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 18 | 16-Feb-24 | 173672 | Dharsana B | 7339483848 | dharsana@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | venkatesan2004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 20 | 16-Feb-24 | 173644 | Chendru S | 9994480812 | chendrus@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 21 | 16-Feb-24 | 173696 | Dharmakar S | 8838501593 | dharmakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 22 | 16-Feb-24 | 173622 | Vimal D | 8778603879 | vimald@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 23 | 16-Feb-24 | 173666 | Vasanthi S | 6306532322 | vasanthi@gmail.com | Male | B.Sc. | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 24 | 16-Feb-24 | 173652 | Vishnu S | 701037190 | vishnu20103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 25 | 16-Feb-24 | 173559 | Gowtham P | 814437990 | gowtham9131@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371014 | praveen@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 27 | 16-Feb-24 | 173646 | Mukeshwara G | 6385790551 | mukeshwara1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 28 | 16-Feb-24 | 173618 | Nithin Abhishek M | 9566330078 | nithinabhishek@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 30 | 16-Feb-24 | 173735 | Priva M | 7695876886 | privam@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | sandhyam@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 32 | 16-Feb-24 | 173768 | Monavarshini R | 9345279138 | monavarshini@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 33 | 16-Feb-24 | 173773 | Deepa S | 5382731938 | deepa@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | jananiy@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 35 | 16-Feb-24 | 173771 | Santhiya S | 9361348154 | santhyasaraswathi151@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |
| 36 | 16-Feb-24 | 173788 | Divya M | 6286824958 | divyam@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected | |

| | | | | | | | | | | | | | |
|----|-----------|--------|--------------------|-------------|--------------------------------|--------|------------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan, R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu, C | 9976603757 | vasudewan1112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith, T | 96299537579 | selvapujith5@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan, V | 6382292377 | chetthandhillog37@gmail.com | Male | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 41 | 16-Feb-24 | 173703 | Suganthan, G | 9363334342 | sugranth378@gmail.com | Male | B.Com. CA | Kishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 42 | 16-Feb-24 | 173882 | Lachuthan, R | 8807954097 | lachuthanramesh04@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya, K | 9997451929 | dhivyakarunakaran303@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Sellinson P | 6374041406 | josephsellinson0918@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahukumar, A | 8838473384 | rahukumar270824@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 46 | 16-Feb-24 | 173839 | Kavin nivasan | 9442578084 | kavinivasan152004@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun. | 9952745836 | arunajaiswara@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dharmodharan, S | 8015861860 | dharmodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 50 | 16-Feb-24 | 173676 | Gokulkumar, R | 8220664382 | gokulkumar2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathyazhagan, M | 8825528156 | mathi2205na@gmail.com | Male | B.Sc. Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok, C | 7667982132 | ashokroman811@gmail.com | Male | B.Sc. Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham, R | 8667655869 | gmpol@gowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh, S | 9488181230 | dineshmail30062002@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| | | | | | | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Offer: Computer Consultancy

Ref: TCSL/DT20234456728/Chennai

Date: 13/03/2024

Ms. Rafiya N
89/46aMicoform Line, Thangamapuripattinam,,
Mettur Dam,
Salem-636402,
Tamil Nadu.
Tel# -

Dear Rafiya N,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234456728

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234456728

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards the Provident Fund as per the provisions of the said Act.

You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

Gratuity

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the



offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or in extended working hours depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's



Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

"TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or connect remotely as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.



11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned in this offer letter.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.



15. Retirement

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number **19**. Submission of documents.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the



documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card



20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job



rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

**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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Rafiya N |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|--|
| <p>AHMEDABAD TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat. India</p> | <p>BHUBANESWAR TCS XP HR Lead Tata Consultancy Services, Kalinga Park Talent Development Block Barabati Building. IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024.</p> |
| <p>BANGALORE TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p> | <p>CHENNAI XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p> |
| <p>DELHI XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303.India</p> | <p>HYDERABAD XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh.</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP & GP, Kolkata, West Bengal 700091.</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p> |
| <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India.</p> | <p>NAGPUR TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p> |
| <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p> | <p>TRIVANDRUM TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p> |



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its client's premises or remotely as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares his remote location with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at that might exist at the remote location which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Date : 22-MARCH-2024**LETTER OF INTENT**

Dear : RAGUL M

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: M. Ragul Signature: M. Ragul Date: 22/03/2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050

5/2/24, 12:59 PM

Muthayammal College of Arts & Science Mail - Letlor Of Intent - MMC Infotech Services



placement muthayammal <placement@muthayammal.in>

Letter Of Intent - MMC Infotech Services

2 messages

MMC Infotech Services <careers@mmcinfotech.com>

Mon, Apr 29, 2024 at 12:26 PM

To: rajalingam67@gmail.com

Cc: badri@mmcinfotech.com, placement@muthayammal.in, careers@mmcinfotech.com

Dear Rajalingam M,

Greetings from MMC Infotech I

Subsequent to your Campus interview with our HR Team Muthayammal College of Arts & Science. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Project Trainee **Executive** and your stipend would be **13,000 to 18,000 Per Month**

You are here by requested to fulfill Joining Formalities with the below mentioned documents by visiting our office in person after the final discussion over the phone.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Vaccination Certificate (PDF Version)
- Photographs – 4
- Resume 2

The Date of joining and Salary will be communicated to you after the final discussion.

MMC Infotech Services Pvt Ltd
Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028
Opp : Alphonse Ground
Bus Stop: Pattinapakkam Bus Stop
Mobile 9840264662

Thanks and Regards
Talent Acquisition Team
Mobile 9840264662
E-mail Id : careers@mmcinfotech.com

Rajalingam Mani <rajalingam67@gmail.com>

Mon, Apr 29, 2024 at 1:52 PM

To: "placement@muthayammal.in" <placement@muthayammal.in>

[Quoted text hidden]

Letter Of Intent

Date: 3.2.2024
Dear RAJAPANDIYAN R - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: R. Rajapandiyar
Name: R. RAJAPANDIYAN
Date: 03/02/2024

Letter Of Intent

Date: 3.2.2024
Dear SADHA SIVAM - G1 - BCA

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: G. Sadha Sivam

Name: G. SADHASIVAM

Date: 03.02.2024



placement muthayammal <placement@muthayammal.in>

FW: Intent Offer Letter - MMC Infotech Services

1 message

MMC Infotech Services <careers@mmcinfotech.com>

Mon, Apr 29, 2024 at 11:44 AM

To: regnash804@gmail.com

Cc: placement@muthayammal.in, careers@mmcinfotech.com

From: MMC Infotech Services [mailto:careers@mmcinfotech.com]**Sent:** Friday, April 26, 2024 4:20 PM**To:** 'regnash804@gmail.com'**Cc:** 'placement@mec.edu.in'; 'badri@mmcinfotech.com'; 'careers@mmcinfotech.com'**Subject:** Intent Offer Letter - MMC Infotech Services

Dear Sakthivel Murugesan,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team Muthayammal College of Arts & Science. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Project Trainee **Executive** and your stipend would be **13,000 to 18,000 Per Month**

You are here by requested to fulfill Joining Formalities with the below mentioned documents by visiting our office in person after the final discussion over the phone.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Vaccination Certificate (PDF Version)
- Photographs – 4
- Resume 2

The Date of joining and Salary will be communicated to you after the final discussion.

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

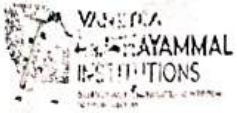
Mobile 9840264662

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : careers@mmcinfotech.com



placement@muthayammal.in <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & Science

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| S.No | Joining Date | ATSI ID | Name | Contact No. | Education | Gender | Location | State | Recruiter Name | Joining Location | Domestic Intern. Status |
|------|--------------|---------|-----------------------|-------------|-----------------------|--------|-------------|-----------|----------------|------------------|-------------------------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | B.Sc.Mathematics | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 2 | 16-Feb-24 | 173527 | Somiya S | 9626124930 | B.Sc.Mathematics | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 3 | 16-Feb-24 | 173572 | Janani S | 6369785090 | B.Sc.Mathematics | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 4 | 16-Feb-24 | 173544 | Saswara V | 7904002473 | B.Sc.Mathematics | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 8667435104 | BCA | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini K | 9080197077 | BCA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya R | 7904559631 | B.Com.CA | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | B.Com.CA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini G | 8525837789 | B.Com.CA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | B.Com.CA | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 11 | 16-Feb-24 | 173566 | Pavayadharshini V | 9042532208 | B.Sc.Chemistry | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | B.Com.CA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 13 | 16-Feb-24 | 173563 | Ragasvadyadharshini G | 8778222383 | B.Com.CA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 739751449 | B.Com.CA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari S | 6374220358 | B.Com.CA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini B | 8428687993 | B.Sc.Computer Science | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 17 | 16-Feb-24 | 173549 | Mythili G | 9994366045 | B.Sc.Computer Science | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339483848 | BCA | Male | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | BCA | Male | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 20 | 16-Feb-24 | 173644 | Chendru S | 9994480812 | B.Com | Male | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 21 | 16-Feb-24 | 173696 | Dhinarakar S | 8838501593 | B.Com | Male | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8778603879 | B.Sc.Computer Science | Male | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 23 | 16-Feb-24 | 173666 | Tamilprabha C | 6330633232 | BCA | Male | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010327190 | BCA | Male | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham P | 8144337990 | B.Com | Male | Kallalurchi | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371014 | B.Com | Male | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran G | 6385790551 | B.Com.CA | Male | Kallalurchi | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abhishek M | 9566330078 | B.Com | Male | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | BCA | Male | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 30 | 16-Feb-24 | 173735 | Priya M | 7695876886 | B.Sc.Computer Science | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | BCA | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 32 | 16-Feb-24 | 173768 | Monavarshini R | 9345275138 | B.Sc.Physics | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 33 | 16-Feb-24 | 173773 | Deepa S | 6382721938 | M.Sc.Mathematics | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | B.Com | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 35 | 16-Feb-24 | 173771 | Santhya S | 9361348184 | B.Sc.Computer Science | Female | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic Selected |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824958 | M.Sc.Mathematics | Female | Salem | TamilNadu | Visalakshi R | Chennai | Domestic Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|-------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan, R | 9360943004 | sowndhar87@gmail.com | Male | B Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasudevan1112003@gmail.com | Male | B Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvaputhi T | 9629537579 | selvapuith5@gmail.com | Male | B Sc Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan V | 6382822377 | chethandhilip37@gmail.com | Male | B Com CA | Kishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 9363344342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan R | 8807954037 | lachuthanmes104@gmail.com | Male | 88A | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0816@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinivasan | 9442578084 | kavinivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajasiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dharmodharan, S | 8015661860 | dharmodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar, R | 8220664382 | gokulkumar2610@gmail.com | Male | B Sc Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan M | 8825528156 | mathi2205ma@gmail.com | Male | B Sc Chemistry | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokkroman811@gmail.com | Male | BCA | Kallakurchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | empiresgowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh S | 9488181230 | dineshmail30062002@gmail.com | Male | B Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Letter Of Intent

Date: 3.2.2024
Dear SANJAY KUMAR S - BCA

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

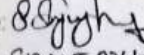
Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: S SANJAY KUMAR.
Date: 03.02.2024

Letter Of Intent

Date: 3 2 2024
Dear SANTHOSH KUMAR S - BCA

As per your request application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

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- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

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- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



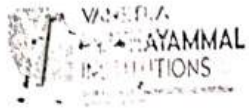
ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature

Name: S Santhosh Kumar

Date: 03 02 2024



5

placement:muthayammal <placement@muthayamma!.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

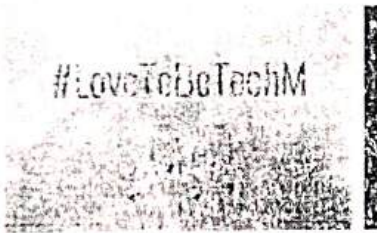
Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Admission Date | ATSID | Name | Contact No. | Gender | Education | Location | State | Residence Name | Joining Location | Domestic / International | Selection |
|---------|----------------|--------|--------------------|-------------|--------|-----------------------|--------------|-----------|----------------|------------------|--------------------------|-----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173572 | Somya S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jamini S | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasvarna V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 86677435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Prayadharshini K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abhinaya R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173539 | Priva dharshini G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Prayadharshini V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Pragasvadarshini G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Newsika K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari S | 6374220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Prayadharshini B | 8428687993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339483848 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173633 | Venkatesan J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173566 | Tamilniranjan C | 6300635232 | Male | B.A | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010337190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173557 | Praveen S | 9360371014 | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abhishek M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173568 | Saran R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priva M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Monvarshini R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Jamini Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|--------------------|-------------|--------------------------------|--------|------------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan, R | 9360943004 | sowndhar87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vsudewani1112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc./Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan V | 6382292377 | chethandhilp637@gmail.com | Male | B.Com CA | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 9363334342 | surpanth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 42 | 16-Feb-24 | 173882 | Lachuthan R | 8807954097 | lachuthanramesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Sellinson P | 6374041406 | josephsellinson0816@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | RahulKumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 47 | 16-Feb-24 | 173633 | Kesavan V | *9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunralansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | GokulKumar R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ast.okromian811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinresh S | 9448181230 | dinreshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Date: 14.2.2024

Mr/Ms/Mrs Sasikumar.S

Dear Sasikumar

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.3.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- b) Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- c) Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- d) Six (6) passport size color photographs, for our records.
- e) Photocopy of your Aadhaar Card with number
- f) Proof of Address (Current and Permanent)

Yours sincerely,



NAME: **Kiran Kumar G**
DESIGNATION: **Deputy General Manager(HR)**
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____

Date: _____

Place: _____

Encl: **Annexure - I & II**

Annexure- I Terms and Conditions of your appointment

- 1.1 **Remuneration Detail:** The details of your entitlements and your salary are as per Annexure - II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 **The other terms and conditions of your appointment are as follows:**
- 2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of training and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled to a cumulative annual / earned leaves of 30 days, as per the Sagility employee leave policy. However, during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.
- Provision:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is Monday to Friday / Saturday. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be Two month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with Two months' notice or Two month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with Two month's notice or payment of Two month's basic salary in lieu of notice, at the discretion of the company.
- Provisions:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliances:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc.
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignments:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows:
- 2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 **Other terms and conditions:**
- 3.1 **Working Hours -** The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibition:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 **Verification:**
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report or
- 3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining dates.
- 6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 **Non-Competes:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 **Representation:** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 **Interpretation/Severability:** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 **Waiver of Breach:** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 **Survival:** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable); You are entitled to avail relocation assistance as per the Sagility Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, You shall be liable to pay the amount received towards shipment of household goods and /or car as per the retention clause in the policy.
- 14.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- 15.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES

| | | | | | |
|---|--|---|--|----------------------------|-----------------|
| Candidate Name | | | | Sajil Kumar S | |
| Designation | | | | Trainee Process Consultant | |
| Grade | | | | PC2 | |
| Components | | | | w.e.f. DOJ | |
| | | | | Location | |
| | | | | chennai | |
| | | | | Monthly | Annual |
| "A" FIXED | | | | | |
| Basic | | | | 5,480 | 65,760 |
| House Rent Allowance | | | | 2,192 | 26,304 |
| Shift Allowance | | | | 5,000 | 60,000 |
| Skill Allowance | | | | 1,023 | 12,276 |
| *A Sub-total- Gross Pay | | | | 13,695 | 1,64,340 |
| "B" RETIRAL BENEFITS | | | | | |
| Advance against Statutory Bonus | | | | 1,096 | 13,152 |
| Provident Fund - Employer's Contribution | | | | 1,380 | 16,560 |
| Gratuity | | | | 264 | 3,168 |
| ESI Contribution - Employer's Contribution | | | | 481 | 5,772 |
| *B Sub-total- Retiral benefits | | | | 3,221 | 38,660 |
| Total Salary Cost (A+B) | | | | 16,916 | 2,03,000 |
| "C" VARIABLE PAY | | | | | |
| Performance incentives (@ 100% of given achievement targets) | | | | 1,000 | 12,000 |
| *C Sub-total- Variable | | | | 1,000 | 12,000 |
| Total Cost to Company (A+B+C) | | | | 17,916 | 2,15,000 |
| "D" INSURANCE/OTHER BENEFITS | | | | | |
| Total Cost to Company: (A+B+C+D) | | | | 17,916 | 2,15,000 |
| Net Salary* | | | | 13,100 | 1,57,200 |
| This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF for ESI) or tax laws or any changes in the compensation | | | | | |
| Benefit/Scheme | | Description | | Value/PA | |
| Performance incentives | | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | | Rs. 12,000 p.a.** | |
| Subsidized Transport Service | | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be cashed if not availed. | | Rs. 24,000 p.a.** | |
| Group Insurance in Lieu of EDLI (Under PFA Act) | | You are covered under group personal accident insurance policy of the company for a sum of- | | Rs. | |
| Group Personal Accident | | You are covered under group personal accident insurance policy of the company for a sum of- | | Rs. 2,00,000 p.a.** | |
| Group Term Life | | You are covered under Group Term Life Insurance policy of the company for a sum of- | | Rs. 2,00,000 p.a.** | |
| ESI Scheme | | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | | As applicable *p.m | |
| Gratuity | | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act in the event of demise or permanent disability of an employee. | | As applicable* | |
| Advance against provisional minimum statutory bonus | | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to ceiling of minimum wages of the | | As applicable* | |
| Provident Fund | | You will be covered under Employees Provident Fund (EPF) Scheme under PFA Act. | | As applicable *p.m | |
| Income Tax | | Appropriate income tax would be deducted in the payroll every month. | | As applicable *p.m | |
| Professional Tax | | If any as per the applicable rules in your state. | | As applicable *p.m | |

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Candidate Name:

Date:

NAME: Kiran Kumar G

DESIGNATION: Deputy General Manager (HR)
Sagility India Private Limited

As per MAC, family means all or any of the following relatives of an insured person namely: (a) a spouse, a son or legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the savings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter; a child who is blind by reason or any physical or mental abnormality or injury and is wholly dependent on the savings of the insured person, so long as the infirmity continues and dependent upon on.

Letter Of Intent

Date: 03.02.2024

Dear SHAMSATH BEGUM S.Y - BCA

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: S.V. Shamsath Begum

Name: S.V. SHAMSATH BEGUM

Date: 03.02.2024

Letter Of Intent

Date: 03.02.2024

Dear **SIVASAKTHI, G - BCD**

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature **G. Sivakathi**

Name: **G. Sivakathi**

Date: **03.02.2024**

Letter Of Intent

Date: 3.2.2024
Dear SRIKANTH R - BCA

As per your request application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

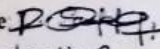
Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: Srikanth R
Date: 3.2.2024



Offer: Computer Consultancy

Ref: TCSL/DT20234457291/Chennai

Date: 13/01/2024

Ms. Srimathi R
2/211Nadar Street,
Singipuram,
Salem-636115,
Tamil Nadu.
Tel# -

Dear Srimathi R,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TCSL/DT20234457291



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Srimathi R |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Date: 14.2.2024

Mr/Ms/Mrs Srinivasan G

Dear Srinivasan

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.2.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- b) Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- c) Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- d) Six (6) passport size color photographs, for our records.
- e) Photocopy of your Aadhaar Card with number
- f) Proof of Address (Current and Permanent)

Yours sincerely,



NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager(HR)
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____

Date: _____

Place: _____

Encl: Annexure - I & II

Annexure - I Terms and Conditions of your appointment

- 1.1 Remuneration Details:** The details of your entitlements and your salary are as per Annexure - II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1** You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2** Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3** Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4** You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5** Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1** Your continuation in the service of the company is subject to your satisfactory performance during the period of training and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2** You shall be entitled to a cumulative annual / earned leaves of 30 days, as per the Sagility employee leave policy. However, during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3** You will be deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.
- Provision:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.1.4** Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 Work Week:** The standard work week is Monday to Friday / Saturday. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be Two month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with Two months' notice or Two month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with Two month's notice or payment of Two month's basic salary in lieu of notice, at the discretion of the company.
- Provision:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.4 Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its Intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/or legal requirements with regard to the area of your responsibility.
- 2.7 Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc.
- 2.8 Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 Transfer:**
- 2.10.1** The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2** Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3** In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows :-
- 2.10.3.1** that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2** That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3** That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4** In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 Working Hours** - The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 Double Employment Prohibited**
- 3.2.1** You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

- 3.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 **Verification:**
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the detail is provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 If during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 In the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 In the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.1 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.2 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or may be at any point in time & in any manner competitive with the businesses of the Company
- 8.3 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.4 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 8.5 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 9.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 10.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 11.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 12.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable); You are entitled to avail relocation assistance as per the Sagility Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, You shall be liable to pay the amount received towards shipment of household goods and /or car as per the retention clause in the policy.
- 13.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- 14.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

| ANNEXURE II - SALARY & ALLOWANCES | | | | |
|--|--|----------------------------|---------------|-----------------|
| Candidate Name | | Srinivasan | | |
| Designation | | Trainee Process Consultant | | |
| Grade | | PC2 | | |
| Components | | Location | | Chennai |
| | | w.e.f. DO | | |
| | | "A" FIXED | | |
| Basic | | | 5,480 | 65,760 |
| House Rent Allowance | | | 2,192 | 26,304 |
| Shift Allowance | | | 5,000 | 60,000 |
| Skill Allowance | | | 1,023 | 12,276 |
| "A" Sub-total- Gross Pay | | | 13,695 | 1,64,340 |
| "B" RETIRAL BENEFITS | | | | |
| Advance against Statutory Bonus | | | 1,096 | 13,152 |
| Provident Fund- Employer's Contribution | | | 1,380 | 16,560 |
| Gratuity | | | 264 | 3,168 |
| ESIC Contribution- Employer's Contribution | | | 481 | 5,772 |
| "B" Sub-total- Retiral benefits | | | 3,221 | 38,660 |
| Total Salary Cost (A+B) | | | 16,916 | 2,03,000 |
| "C" VARIABLE PAY | | | | |
| Performance Incentives (@100% of given achievement targets) | | | 1,000 | 12,000 |
| "C" Sub-total- Variable | | | 1,000 | 12,000 |
| Total Cost to Company (A+B+C) | | | 17,916 | 2,15,000 |
| "D" INSURANCE/OTHER BENEFITS | | | | |
| Total Cost to Company: (A+B+C+D) | | | 17,916 | 2,15,000 |
| Net Salary* | | | 13,100 | 1,57,200 |
| This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF or ESI or tax laws or any changes in the compensation) | | | | |
| Benefit/Scheme | Description | Value/PA | | |
| Performance Incentives | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | Rs. 12,000 p.a.** | | |
| Subsidized Transport Service | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to be availed and not to be cashed if not availed. | Rs. 24,000 p.a.** | | |
| Group Insurance in Lieu of EDLI (Under PFA Act) | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 1,200,000 p.a.** | | |
| Group Personal Accident | You are covered under group personal accident insurance policy of the company for a sum of- | Rs. 2,00,000 p.a.** | | |
| Group Term Life | You are covered under Group Term Life Insurance policy of the company for a sum of- | Rs. 2,00,000 p.a.** | | |
| ESI Scheme | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | As applicable *p.m | | |
| Gratuity | is payable on cessation of employment after a minimum of five years of continuous employment as per the norms of the Gratuity Act in the event of demise or permanent disability of an employee. | As applicable * | | |
| Advance against provisional minimum statutory bonus | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to ceiling of minimum wages of the | As applicable * | | |
| Provident Fund | You will be covered under Employees Provident Fund (EPF) Scheme under PFA Act. | As applicable *p.m | | |
| Income Tax | Appropriate income tax would be deducted in the payroll every month. | As applicable *p.m | | |
| Professional Tax | If any as per the applicable rules in your state. | As applicable *p.m | | |

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Candidate Name:

NAME: Kiran Kumar G

Date:

DESIGNATION: Deputy General Manager (HR)

Sagility India Private Limited

* As per ESI, family means all or any of the following relatives of an insured person namely: a spouse, a wife or legitimate wife, a child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, (b) is or shall attain the age of twenty five years, (c) a child who is blind by reason or any physical or mental disability or injury and is wholly dependent on the earnings of the insured person, so long as the blindness continues and dependent person.



placement muthayammal <placement@muthayammal.in>

Fwd: Intent Offer Letter - MMC Infotech Services

1 message

Subash Ravi <subashr2003@gmail.com>
To: "placement@muthayammal.in" <placement@muthayammal.in>

Mon, Apr 29, 2024 at 11:36 AM

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

From: Subash Ravi <subashr2003@gmail.com>
Date: Fri, Apr 26, 2024, 8:22 PM
Subject: Re: Intent Offer Letter - MMC Infotech Services
To: MMC Infotech Services <careers@mmcinfotech.com>
Cc: <placement@mec.edu.in>, <badri@mmcinfotech.com>

I accept the offer.

On Fri, Apr 26, 2024, 4:20 PM MMC Infotech Services <careers@mmcinfotech.com> wrote:

Dear Subash,

Greetings from MMC Infotech I

Subsequent to your Campus interview with our HR Team Muthayammal College of Arts & Science. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Project Trainee Executive and your stipend would be 13,000 to 18,000 Per Month

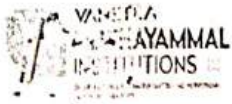
You are here by requested to fulfill Joining Formalities with the below mentioned documents by visiting our office in person after the final discussion over the phone.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Vaccination Certificate (PDF Version)
- Photographs – 4
- Resume 2

The Date of joining and Salary will be communicated to you after the final discussion.

MMC Infotech Services Pvt Ltd
Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028
Opp : Alphonse Ground
Bus Stop: Pattinapakkam Bus Stop
Mobile 9840264662

Thanks and Regards
Talent Acquisition Team
Mobile 9840264662
E-mail Id : careers@mmcinfotech.com



50

placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

Fri, Feb 16, 2024 at 5:18 PM

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| S.No. | Admission Date | AMSID | Name | Contact No. | Gender | Education | Location | State | Register Name | Joining Location | Domestic/Intern/Abroad |
|-------|----------------|--------|--------------------|-------------|--------|-----------------------|--------------|-----------|---------------|------------------|------------------------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 2 | 16-Feb-24 | 173577 | Somya S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 3 | 16-Feb-24 | 173572 | Janani S | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 4 | 16-Feb-24 | 173544 | Sasivarna V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 6 | 16-Feb-24 | 173569 | Priyadharshini K | 9080197077 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 7 | 16-Feb-24 | 173654 | Abhinaya R | 7904559631 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 9 | 16-Feb-24 | 173639 | Priya dharshini G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 11 | 16-Feb-24 | 173566 | Pavadarshini V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 13 | 16-Feb-24 | 173563 | Ragasivadarshini G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 15 | 16-Feb-24 | 173671 | Pragatheshwari S | 6374220358 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 16 | 16-Feb-24 | 173539 | Priyadarshini B | 8428687993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 17 | 16-Feb-24 | 173549 | Mythili G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 18 | 16-Feb-24 | 173672 | Dharshan B | 7339483848 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 21 | 16-Feb-24 | 173696 | Dhinakar S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 23 | 16-Feb-24 | 173666 | Tamilarasi C | 6300535322 | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010337199 | Male | BCA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic |
| 25 | 16-Feb-24 | 173559 | Govindam P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371014 | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 30 | 16-Feb-24 | 173735 | Prva M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 32 | 16-Feb-24 | 173768 | Nonavarshini R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 33 | 16-Feb-24 | 173773 | Deepa S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |
| 35 | 16-Feb-24 | 173771 | Santhya S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|-------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan R | 9360943004 | sowndharis87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vaxudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan V | 6382297377 | chethanpillip637@gmail.com | Male | B.Com/CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 9363334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan R | 8807954097 | lachuthanramesh104@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinivasan | 9442578084 | kavinivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajaniva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan N | 8825528156 | mathi2205na@gmail.com | Male | B.S. Chemistry | Kallakurchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Offer Letter

Date: - November 30th, 2023

SUPRIYA MURUGESAN

BCA Department,

Muthayammal College of Arts & Science (A Unit of VANETRA Group)
Rasipuram-637 408,
Namakkal Dt.,

Dear Candidate,

I am delighted & excited to welcome you to GATEWAY SOFTWARE SOLUTIONS as a **Software Development Intern**. At GATEWAY SOFTWARE SOLUTIONS, we believe that our team is our biggest strength and we take pride in hiring **ONLY** the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly *meaningful* internship experience with GATEWAY SOFTWARE SOLUTIONS.

Your appointment will be governed by the terms and conditions presented in the **Annexure A**.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Sabarinath M

CEO & Founder

Annexure A

You shall be governed by the following terms and condition of service during your internship with GATEWAY SOFTWARE SOLUTIONS, and those may be amended from time to time.

1. You are being hired as a **Python development Intern** and Sabarinathan M would be your Reporting Manager and Mentor during the internship. As a Python development Intern you would be responsible for write programs and present. Sometime need to support for Business Activities.
2. Your date of joining is 25-12-2023 and the duration of the internship would be 3 Months During this time you are expected to devote your time and efforts solely to GATEWAY SOFTWARE SOLUTIONS work. You are also required to let your mentor know about forthcoming events (if there are any) in advance so that your work can be planned accordingly. From 4th Month you will be offered permanent employee with salary of 2.5 Lakhs to 4 Lakhs as per performance during 3 months and to committed work for next 9 Months (Agreement).
3. You will be working at office for the duration of the internship. There will be catch ups scheduled with your mentor to discuss work progress and overall internship experience at regular intervals.
4. All the work that you will produce at or in relation to GATEWAY SOFTWARE SOLUTIONS will be the intellectual property of GATEWAY SOFTWARE SOLUTIONS. You are not allowed to store, copy, sell, share, and distribute it to a third party under any circumstances. Similarly you are expected to refrain from talking about your work in public domains (both online such as blogging, social networking site and offline among your friends, college etc.) without prior discussion and approval with your mentor.
5. We take data privacy and security very seriously and to maintain confidentiality of any students, customers, clients, and companies' data and contact details that you may get access to during your internship will be your responsibility. GATEWAY SOFTWARE SOLUTIONS operates on **zero tolerance** principle with regard to any breach of data security guidelines. At the completion of the internship you are expected to hand over all GATEWAY SOFTWARE SOLUTIONS work/data stored on your Personal Computer to your mentor and delete the same from your machine.


6. During the appointment period you shall not engage yourselves directly or indirectly or in any capacity in any other organization (other than your college). In the event of breach of this condition, this appointment is liable to be terminated forthwith by the company. In addition, you shall be liable to pay liquidated damages to the Company of an extent estimated by the Company.
7. Under normal circumstances either the company or you may terminate this association by providing a notice of 30 days without assigning any reason. However, the company may terminate this agreement forthwith under situations of in-disciplinary behaviours.
8. You are expected to conduct yourself with utmost professionalism in dealing with your mentor, team members, colleagues, clients and customers and treat everyone with due respect.
9. GATEWAY SOFTWARE SOLUTIONS is a startup and we love people who like to go beyond the normal call of the duty and can think out of the box. Surprise us with your passion, intelligence, creativity and hardwork – and expect appreciation & rewards to follow.
10. Expect constant and continuous objective feedback from your mentor and other team members and we encourage you to ask for and provide feedback at every possible opportunity. It's your right to receive and give feedback – this is the ONLY way we all can continuously push ourselves to do better.
11. Have fun at what you do and do the right thing – both the principles are core of what GATEWAY SOFTWARE SOLUTIONS stands for and we expect you to imbibe them in your day to day actions and continuously challenge us if we are falling short of expectations on either of them.

I have negotiated, agreed, read and understood all the terms and conditions of this Internship letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter.

Date: 19/12/23

Place: Rasipuram

Signature:



Name:

M. Supriya



placement muthayammal <placement@muthayammal.in>

Fwd: Intent Offer Letter - MMC Infotech Services

1 message

SURESH KARTHIK S <sureshkarthik0711@gmail.com>
To: "placement@muthayammal.in" <placement@muthayammal.in>

Fri, Apr 26, 2024 at 4:41 PM

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

From: **MMC Infotech Services** <careers@mmcinfotech.com>
Date: Fri, 26 Apr, 2024, 4:18 pm
Subject: Intent Offer Letter - MMC Infotech Services
To: <sureshkarthik0711@gmail.com>
Cc: <placement@mec.edu.in>, <badri@mmcinfotech.com>, <careers@mmcinfotech.com>

Dear Suresh Karthik S,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team Muthayammal College of Arts & Science. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Project Trainee **Executive** and your stipend would be **13,000 to 18,000 Per Month**

You are here by requested to fulfill Joining Formalities with the below mentioned documents by visiting our office in person after the final discussion over the phone.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Vaccination Certificate (PDF Version)
- Photographs – 4
- Resume 2

The Date of joining and Salary will be communicated to you after the final discussion.

MMC Infotech Services Pvt Ltd
Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028
Opp : Alphonse Ground
Bus Stop: Pattinapakkam Bus Stop
Mobile 9840264662

Thanks and Regards
Talent Acquisition Team
Mobile 9840264662
E-mail Id : careers@mmcinfotech.com

Letter Of Intent

Date: 3.2.2024
Dear SURIYA PRAKASH R-BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)


Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: R. SURIYAPRAKASH
Date: 02/02/24



Offer: Computer Consultancy

Ref: TCSL/DT20234454474/Chennai

Date: 13/01/2024

Ms. Suruthiga K
67/AAyya Gounder 5th Street,
Valappady,
Salem-636115,
Tamil Nadu.
Tel# -

Dear Suruthiga K,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential

TCSL/DT20234454474

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20234454474

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



[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 Xperience Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Suruthiga K |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Letter Of Intent

Date: 3.2.2024

Dear SURYA S - BCA

As per your request/application, we are pleased to offer you the position of a Customer Care Associate at our Coimbatore office. This training position is for a term of 1(one) month beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of 6 months of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



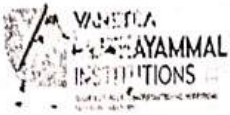
ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature

Name: S. Surje

Date: 03.02.2024



5

placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal Coilege Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

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From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| No. | Slr No | Slr Date | ASID | Name | Contact No. | Gender | Education | Location | State | Residence Name | Joining Location | Domestic / Intern. Station | Slr Status |
|-----|-----------|----------|---------------------|-------------|---|--------|-----------------------|--------------|-----------|----------------|------------------|----------------------------|------------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | parameshwariramy22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173572 | Somya S | 9626124930 | soomya010301@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janus, K | 63697885090 | janaiselvaratharu06@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasvra V | 7904003473 | sasvraav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Narajana V | 8667435104 | nirajanaivas12@gmail.com | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharsini, K | 9080197077 | priyadharsini202901@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173554 | Abinaya R | 7904559631 | abhinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | chitra@vncsaram2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini G | 8525837789 | pridyapriya15915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri R | 8122330510 | gayathrikrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavayadharshini, V | 9042532208 | pavayadharshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | kavyashreeravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasivadharsini, G | 8778222383 | ragasiva2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika, K | 739751449 | kowsikowski0901@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari, S | 6374220358 | pragathu@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharsini B | 8428687993 | priyadharsini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili, G | 9994366045 | mythiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339483848 | mr.dharsan003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan J | 7603968183 | venkatesan_62004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | chandruuseravanam25@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinarak, S | 8838501593 | sridinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8778603879 | vimal.d.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173566 | Tamilnaran C | 630655232 | tamilnaran24@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010337190 | vishnu70103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Govindam, P | 8144337990 | govindam9151@gmail.com | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen, S | 9360371014 | praveen96069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran, G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173518 | Nithin Abhishek, M | 9566330078 | nithinabhishek@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran, R | 9344041859 | saranravi096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya, M | 7695876886 | priyavilay9603@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | sandhyamuruganjan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Monavarshini R | 9345279138 | monavarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa, S | 6382731938 | deepaades23@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani, Y | 9944691741 | jananiky1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya S | 9361348164 | santhyasatruvanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya, M | 6285824958 | divyamurugesan645@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan R | 9360943004 | sowndharrs7@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapulith T | 9629537579 | selvapulith5@gmail.com | Male | B.Sc Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan V | 6382292377 | chethanvip637@gmail.com | Male | B.Com CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 9363334342 | suganth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Iachuthan R | 8807954097 | iachuthanramesh104@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 46 | 16-Feb-24 | 173839 | Kavinivasan | 9442578084 | kavinivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952573619 | kesavenv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajaniva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhamodharan S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokul Kumar R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan N | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokkroman81J@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | empiresgowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



placement muthayammal <placement@muthayammal.i

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Cc: "Hrslm ." <hrslm@muthootgroup.com>, "Hrztinn ." <hrztinn@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 A

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Thank you for your mail.

Regards,

On Sat, 20 Jan, 2024, 4:35 pm Hrslm ., <hrslm@muthootgroup.com> wrote:

Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N
Regional HR Salem (024)
 hrslm@muthootgroup.com
 Ph:8754759990

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

Looking forward to seeing your reply.

Thanks and regards,
 Mr.U.Mohamed Iqbal
Co-Ordinator, Placement Cell
Muthayammal College of Arts and Science
 Rasipuram-637408
 Cell: 98942 94468

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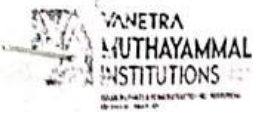
--
Regards,
Muralidharan.s
Erode RHR.

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 **Muthoot Finance Interview attended students.ods**
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Chemistry | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BA English | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BSc Maths | Muthoot finance | Shortlisted |
| 11 | 21UCA011 | DEEPAK M | BCA | Muthoot finance | Shortlisted |
| 12 | 21UMA008 | DEVIKA M | BSc Maths | Muthoot finance | Shortlisted |
| 13 | 21UCA025 | GOBIKA K P | BCA | Muthoot finance | Shortlisted |
| 14 | 21UCA027 | GOKUL M | BCA | Muthoot finance | Shortlisted |
| 15 | 21UCA028 | GOKULKANNAN S | BCA | Muthoot finance | Shortlisted |
| 16 | 21UCA031 | GOMATHI S | BCA | Muthoot finance | Shortlisted |
| 17 | 22PPH005 | GOWRI A | MSc Physics | Muthoot finance | Shortlisted |
| 18 | 21UCS050 | HARIHARAN R | BSc Computer Science | Muthoot finance | Shortlisted |
| 19 | 22PPH008 | HARIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 20 | 21UCA040 | JAGATHESH K | BCA | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BSc Maths | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | MSc Physics | Muthoot finance | Shortlisted |
| 23 | 22PPH012 | KAVIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 24 | 21UCS070 | KAVIRAJ C | BSc Computer Science | Muthoot finance | Shortlisted |
| 25 | 21UMA055 | KIRUTHIKA R | BSc Maths | Muthoot finance | Shortlisted |
| 26 | 21UCA058 | LAKSMAN PRAHATH V D | BCA | Muthoot finance | Shortlisted |
| 27 | 21UCA061 | MAHESWARAN K | BCA | Muthoot finance | Shortlisted |
| 28 | 21UCA062 | MAHITH S | BCA | Muthoot finance | Shortlisted |
| 29 | 21UBA027 | MANIKANDAN A | BBA | Muthoot finance | Shortlisted |
| 30 | 21UCH016 | MATHIYAZHAGAN.M | BSc Chemistry | Muthoot finance | Shortlisted |
| 31 | 21UEC009 | MONISHKUMAR.S | BSc E&C | Muthoot finance | Shortlisted |
| 32 | 21UCA069 | MURALIDHARAN C | BCA | Muthoot finance | Shortlisted |
| 33 | 21UMA031 | PARAMESHWARI R | BSc Maths | Muthoot finance | Shortlisted |
| 34 | 22PCS017 | PRASANTH D | MSc Computer Science | Muthoot finance | Shortlisted |
| 35 | 22PCS018 | PRASANTH E | MSc Computer Science | Muthoot finance | Shortlisted |
| 36 | 21UCH025 | PREETHI.T | BSc Chemistry | Muthoot finance | Shortlisted |
| 37 | 21UCA079 | PRIYADHARSHINI G P | BCA | Muthoot finance | Shortlisted |
| 38 | 21UMA034 | PRIYADHARSHINI R | BSc Maths | Muthoot finance | Shortlisted |
| 39 | 21UCA083 | RAJALINGAM M | BCA | Muthoot finance | Shortlisted |
| 40 | 21UST010 | RAMYA R | BSc Stat | Muthoot finance | Shortlisted |
| 41 | 21UCM138 | SABESH M | B.Com | Muthoot finance | Shortlisted |
| 42 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
| 43 | 21UMA038 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 44 | 22PPH026 | SANJAY V | MSc Physics | Muthoot finance | Shortlisted |
| 45 | 22PCS026 | SANJIVKUMAR S | MSc Computer Science | Muthoot finance | Shortlisted |
| 46 | 22PPH018 | SANTHOSH | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 21UMA041 | SASIVARNA V | BSc Maths | Muthoot finance | Shortlisted |
| 48 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal


The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan_rk@ncratleos.com | ncratleos.comFollow us on our new channels! 

From: placement muthayammal <placement@muthayammal.in>**Sent:** Thursday, March 7, 2024 4:04 PM**To:** Saravanan.Rk@ncr.com**Cc:** principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>**Subject:** NCR Selected students details-reg***External Message* - Use caution before opening links or attachments**

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| S.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|------|----------|----------------------------|--------------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | <u>B.COM</u> | 20 |
| 24 | 21UCM005 | ANBUMARAN M | <u>B.COM</u> | 19 |
| 25 | 21UCM009 | ARUN A | <u>B.COM</u> | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | <u>B.COM</u> | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | <u>B.COM</u> | 21 |
| 28 | 21UCM026 | DHANUSH K | <u>B.COM</u> | 20 |
| 29 | 21UCM028 | DHANUSHYA R | <u>B.COM</u> | 20 |
| 30 | 21UCM029 | DHILIP S | <u>B.COM</u> | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | <u>B.COM</u> | 18 |
| 32 | 21UCM038 | GIRIDHARAN | <u>B.COM</u> | 17 |
| 33 | 21UCM050 | JEEVA G | <u>B.COM</u> | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | <u>B.COM</u> | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | <u>B.COM</u> | 19 |
| 36 | 21UCM150 | SHANKAR P V | <u>B.COM</u> | 22 |
| 37 | 21UCM178 | TAMIL P | <u>B.COM</u> | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | <u>B.COM</u> | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHEZHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| | | | | |
|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHI E | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI.G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGA! G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |



Offer: Computer Consultancy

Ref: TCSL/DT20234660069/Chennai

Date: 13/01/2024

Ms. Thilagavathi Sathiyamurthi

2/20Somampatty,

Mariman Kovil,

Salem-636115,

Tamil Nadu.

Tel# 91-6369084597

Dear Thilagavathi Sathiyamurthi,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

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TCSL/DT20234660069

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. This payout is subject to review basis your own ongoing individual performance.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for ₹5,00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

2. Compensation Benefits under ESI Act/Employees' Compensation Act*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESI Act

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career's Serviceline: 1800 209 3111 Email: careers@tcs.com



from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.



8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.



This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

Girish V. Nandimath
Global Head, Talent Acquisition & Academic Interface



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



GROSS SALARY SHEET

Annexure 1

| | |
|-----------------------|---|
| Name | Thilagavathi Sathiyamurthi |
| Designation | Graduate Trainee |
| Institute Name | Muthayammal College Of Arts & Science, Rasipuram |

Table 1: Compensation Details (All Components in INR)

| Component Category | Monthly | Annual |
|---------------------------------------|----------------|-----------------|
| 1) Fixed Compensation | | |
| Basic Salary | 7,950 | 95,400 |
| Bouquet Of Benefits # | 4,343 | 52,110 |
| 2) Performance Pay | | |
| Monthly Performance Pay | 1,500 | 18,000 |
| 3) Annual Components/Retirals | | |
| Health Insurance*** | NA | 4,000 |
| Provident Fund | 954 | 11,448 |
| Gratuity | 382 | 4,589 |
| ESI Contribution## | | 5,379 |
| Total of Annual Components & Retirals | 1,336 | 20,037 |
| TOTAL GROSS | 15,129 | 1,90,926 |

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.

##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs.4,000 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.

| Component Category | Monthly | Annual |
|----------------------------------|----------------|---------------|
| House Rent Allowance | 3,180 | 38,160 |
| Leave Travel Assistance | 663 | 7,950 |
| Food Card | 500 | 6,000 |
| Communication Allowance | 0 | 0 |
| Personal Allowance | 0 | 0 |
| GROSS BOUQUET OF BENEFITS | 4,343 | 52,110 |



Annexure 2

| | |
|---|---|
| <p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p> | <p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p> |
| <p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p> | <p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p> |
| <p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p> | <p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p> |
| <p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p> | <p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p> |
| <p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p> | <p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p> |
| <p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p> | <p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p> |
| <p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p> | <p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p> |
| <p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p> | |



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



placement muthayammal <placement@muthayammal.i

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Mon, Jan 22, 2024 at 10:19 A

Cc: "Hrnslm ." <hrnslm@muthootgroup.com>, "Hrztotnn ." <hrztotnn@muthootgroup.com>

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Thank you for your mail.

Regards,

On Sat, 20 Jan, 2024, 4.35 pm Hrnslm ., <hrnslm@muthootgroup.com> wrote:

Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N
Regional HR Salem (024)
hrnslm@muthootgroup.com
Ph:8754759990

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

Looking forward to seeing your reply.

Thanks and regards,
Mr.U.Mohamed Iqbal
Co-Ordinator, Placement Cell
Muthayammal College of Arts and Science
Rasipuram-637408
Cell: 98942 94468

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

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Regards,
Muralidharan.s
Erode RHR.

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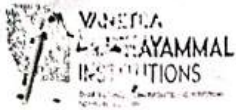
 **Muthoot Finance Interview attended students.ods**
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Chemistry | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BA English | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BSc Maths | Muthoot finance | Shortlisted |
| 11 | 21UCA011 | DEEPAK M | BCA | Muthoot finance | Shortlisted |
| 12 | 21UMA008 | DEVIKA M | BSc Maths | Muthoot finance | Shortlisted |
| 13 | 21UCA025 | GOBIKA K P | BCA | Muthoot finance | Shortlisted |
| 14 | 21UCA027 | GOKUL M | BCA | Muthoot finance | Shortlisted |
| 15 | 21UCA028 | GOKULKANNAN S | BCA | Muthoot finance | Shortlisted |
| 16 | 21UCA031 | GOMATHI S | BCA | Muthoot finance | Shortlisted |
| 17 | 22PPH005 | GOWRI A | MSc Physics | Muthoot finance | Shortlisted |
| 18 | 21UCS050 | HARIHARAN R | BSc Computer Science | Muthoot finance | Shortlisted |
| 19 | 22PPH008 | HARIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 20 | 21UCA049 | JAGATHESH K | BCA | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BSc Maths | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | MSc Physics | Muthoot finance | Shortlisted |
| 23 | 22PPH012 | KAVIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 24 | 21UCS070 | KAVIRAJ C | BSc Computer Science | Muthoot finance | Shortlisted |
| 25 | 21UMA055 | KIRUTHIKA R | BSc Maths | Muthoot finance | Shortlisted |
| 26 | 21UCA058 | LAKSMAN PRAHATH V D | BCA | Muthoot finance | Shortlisted |
| 27 | 21UCA061 | MAHESWARAN K | BCA | Muthoot finance | Shortlisted |
| 28 | 21UCA062 | MAHITH S | BCA | Muthoot finance | Shortlisted |
| 29 | 21UBA027 | MANIKANDAN A | BBA | Muthoot finance | Shortlisted |
| 30 | 21UCH016 | MATHIYAZHAGAN.M | BSc Chemistry | Muthoot finance | Shortlisted |
| 31 | 21UEC009 | MONISHKUMAR.S | BSc E&C | Muthoot finance | Shortlisted |
| 32 | 21UCA069 | MURALIDHARAN C | BCA | Muthoot finance | Shortlisted |
| 33 | 21UMA031 | PARAMESHWARI R | BSc Maths | Muthoot finance | Shortlisted |
| 34 | 22PCS017 | PRASANTH D | MSc Computer Science | Muthoot finance | Shortlisted |
| 35 | 22PCS018 | PRASANTH E | MSc Computer Science | Muthoot finance | Shortlisted |
| 36 | 21UCH025 | PREETHI.T | BSc Chemistry | Muthoot finance | Shortlisted |
| 37 | 21UCA079 | PRIYADHARSHINI G P | BCA | Muthoot finance | Shortlisted |
| 38 | 21UMA034 | PRIYADHARSHINI R | BSc Maths | Muthoot finance | Shortlisted |
| 39 | 21UCA083 | RAJALINGAM M | BCA | Muthoot finance | Shortlisted |
| 40 | 21UST010 | RAMYA R | BSc Stat | Muthoot finance | Shortlisted |
| 41 | 21UCM138 | SABESH M | B.Com | Muthoot finance | Shortlisted |
| 42 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
| 43 | 21UMA038 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 44 | 22PPH026 | SANJAY V | MSc Physics | Muthoot finance | Shortlisted |
| 45 | 22PCS026 | SANJIVKUMAR S | MSc Computer Science | Muthoot finance | Shortlisted |
| 46 | 22PPH018 | SANTHOSH | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 21UMA041 | SASIVARNA V | BSc Maths | Muthoot finance | Shortlisted |
| 48 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |

2/17/24, 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists of Muthayammal College Of Arts & since



placement.muthayammal <placement@muthayamma!.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sale Date | ATSID | Name | Contact No | Gender | Education | Location | State | Registrar Name | Joining Location | Domestic/Intern. National | Status |
|-----------|--------|--------------------|------------|--------|-----------------------|--------------|-----------|----------------|------------------|---------------------------|----------|
| 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173527 | Somya S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173572 | Janani S | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173544 | Sasvarna V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173525 | Niranjana V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173569 | Prayadharshini K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173654 | Abinaya R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173648 | Jayachitra G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173639 | Priva dharshini G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173534 | Savathri R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173566 | Pavayadharshini V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173563 | Ragasivadharsini G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173562 | Kowsika K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173571 | Pragatheeshwari S | 6374220358 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173539 | Priyadharshini B | 8426887993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173549 | Mythili G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173672 | Dharsan B | 7339483848 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173553 | Venkatesan J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173644 | Chandru S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173696 | Dhinakar S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173623 | Vimal D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173666 | Tamilarasu C | 6300635222 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173552 | Vishnu S | 7010327190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173559 | Gowtham P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173667 | Praveen S | 9360371014 | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173646 | Mukeshwaran S | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173618 | Nithin Abishesk M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173688 | Saran R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173735 | Priya M | 7695876686 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173680 | Sandhya M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173768 | Mohavarshini R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173773 | Deepa S | 6382731933 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173824 | Janani Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173771 | Santhya S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16-Feb-24 | 173788 | Divya M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|------------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan R | 9360943004 | sowndhars87@gmail.com | Male | B Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasudevnn1112003@gmail.com | Male | B Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvaputhi T | 9629537579 | selvaputhi5@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Cheethan V | 6388292377 | cheethanhilip637@gmail.com | Male | B.Sc Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 41 | 16-Feb-24 | 173703 | Suganthan G | 9363334342 | sugpanthi2378@gmail.com | Male | B.Com CA | Krishnagiri | Tamil Nadu | Visalakshi R | Chennai | Domestic | Hold |
| 42 | 16-Feb-24 | 173882 | Lachurthan R | 8807954097 | lachutharanmeshi04@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasani52004@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesaveelv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajanisiva@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhamodharan S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Cokukumar R | 8220664382 | cokukumar26110@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathyazhagan M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Asiok C | 7667982132 | asihokoman811@gmail.com | Male | B.Sc Chemistry | Kallakuruchi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham R | 8667653869 | empiresgowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Letter Of Intent

Date: 03.02.2024

Dear VENKATESH'S - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-**. Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: S. Venkatesh

Name: S. Venkatesh

Date: 03.02.2024

Date: 14.2.2024

Mr/Ms/Mrs Vignesh R

Dear Vignesh

SUBJECT: CONDITIONAL OFFER LETTER

We congratulate you on being offered employment with Sagility India Private Limited. As indicated to you during the employment application process, your offer of employment is subject to and conditioned upon your successful completion of your graduation course and submission of the original marks card and degree certificates as well as you acknowledging and signing this letter. Your initial place of posting will be at **Chennai**. You will be on probation for a period of 6 (Six) months. The probation period can be extended at the discretion of the Management.

The Company shall reserve the right to conduct background verification checks as it deems fit and such checks will be extended to the documents that you have provided before your date of joining 19.8.2024. Please ensure to provide all requisite educational certificates from the past as indicated by the Company's HR Team.

Joining and Continuity of your services with the Company is subject to the successful completion background verification check as stated above and completion of your graduation course, you producing original marks cards and degree certificate for verification/validation as per the company's policies and practices.

Subsequently upon submission of the above stated documents and successful verification by the Company, this conditional offer shall be converted into a final letter of appointment upon fulfilment of the terms of this letter, and thereupon you will be designated as "**Trainee Process Consultant**". You will be required to adhere to the terms and conditions contained in the final letter of appointment and other relevant documents issued by the Company.

Please be informed that notwithstanding anything in this letter, if you fail to adhere to any provisions of this Conditional Letter, the Company may rescind this Conditional letter, without any liability, costs, damages, expenses, claims, etc., in case of any change in the Company's business requirements.

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Submission of the photocopies of the following documents is mandatory for your joining/onboarding. You are required to provide the originals of the said documents for verification and return.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets)
- b) Certificates/testimonials of your past experience, including certificate from your last employer, (If applicable)
- c) Certificates, Transcripts of Marks cards starting from 10th Standard (SSC/SSLC) up to the current attainment.
- d) Six (6) passport size color photographs, for our records.
- e) Photocopy of your Aadhaar Card with number
- f) Proof of Address (Current and Permanent)

Yours sincerely,



NAME: **Kiran Kumar G**
DESIGNATION: **Deputy General Manager(HR)**
Sagility India Private Limited

Accepted by:

Signature: _____

Name: _____

Date: _____

Place: _____

Encl: **Annexure - I & II**

Annexure - I Terms and Conditions of your appointment:

- 1.1 **Remuneration Detail:** The details of your entitlements and your salary are as per Annexure - II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of training and that the company reserves its rights to terminate your services in the event that your performance is found unsatisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the Sagility employee leave policy. However, during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.
Provision: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is Monday to Friday / Saturday. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be Two month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with Two months' notice or Two month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with Two month's notice or payment of Two month's basic salary in lieu of notice, at the discretion of the company.
Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purposes. You shall ensure that the Company complies with all statutory and/or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc.
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows :-
- 2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** - The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing in each case.

- 3.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 **Verification:**
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the detail is provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 If during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 In the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 In the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company:
- 8.1 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.2 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.3 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.4 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 8.5 **Representation:** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 9.0 **Interruption/Severability:** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 10.0 **Waiver of Breach:** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 11.0 **Survival:** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 12.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable); You are entitled to avail relocation assistance as per the Sagility Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining. You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.
- 13.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- 14.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE IT - SALARY & ALLOWANCES

| | | | | | | | | | | | | |
|---|--|--|---|--|-------------------------------------|---------------------|----------|--|---------------|--|-----------------|--|
| Candidate Name | | | | | Vignesh.R | | | | | | | |
| Designation | | | | | Trainee Process Consultant | | | | | | | |
| Grade | | | | | PC2 | | | | | | | |
| Components | | | | | w.e.f DO] | | Location | | Chennai | | | |
| | | | | | "A" FIXED | | | | | | | |
| Basic | | | | | | | | | 5,480 | | 65,760 | |
| House Rent Allowance | | | | | | | | | 2,192 | | 26,304 | |
| Shift Allowance | | | | | | | | | 5,000 | | 60,000 | |
| Skill Allowance | | | | | | | | | 1,023 | | 12,276 | |
| *A* Sub-total- Gross Pay | | | | | | | | | 13,695 | | 1,64,340 | |
| | | | | | "B" RETIRAL BENEFITS | | | | | | | |
| Advance against Statutory Bonus | | | | | | | | | 1,096 | | 13,152 | |
| Provident Fund- Employer's Contribution | | | | | | | | | 1,380 | | 16,560 | |
| Gratuity | | | | | | | | | 264 | | 3,168 | |
| ESI Contribution- Employer's Contribution | | | | | | | | | 481 | | 5,772 | |
| *B* Sub-total- Retiral benefits | | | | | | | | | 3,221 | | 38,660 | |
| Total Salary Cost (A+B) | | | | | | | | | 16,916 | | 2,03,000 | |
| | | | | | "C" VARIABLE PAY | | | | | | | |
| Performance Incentives (@100% of given achievement targets) | | | | | | | | | 1,000 | | 12,000 | |
| *C* Sub-total- Variable | | | | | | | | | 1,000 | | 12,000 | |
| Total Cost to Company (A+B+C) | | | | | | | | | 17,916 | | 2,15,000 | |
| | | | | | "D" INSURANCE/OTHER BENEFITS | | | | | | | |
| Total Cost to Company: (A+B+C+D) | | | | | | | | | 17,916 | | 2,15,000 | |
| Net Salary* | | | | | | | | | 13,100 | | 1,57,200 | |
| This is an approximate amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF for ESI or tax laws or any changes in the compensation) | | | | | | | | | | | | |
| Benefit/Scheme | | | Description | | | Value/PA | | | | | | |
| Performance Incentives | | | Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the | | | Rs. 12,000 p.a** | | | | | | |
| Subsidized Transport Service | | | An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be cashed if not availed. | | | Rs. 24,000 p.a** | | | | | | |
| Group Insurance in Lieu of EDLI (Under PFA Act) | | | You are covered under group personal accident insurance policy of the company for a sum of- | | | Rs. 1,200,000 p.a** | | | | | | |
| Group Personal Accident | | | You are covered under group personal accident insurance policy of the company for a sum of- | | | Rs. 2,00,000 p.a** | | | | | | |
| Group Term Life | | | You are covered under Group Term Life Insurance policy of the company for a sum of- | | | Rs. 2,00,000 p.a** | | | | | | |
| ESI Scheme | | | Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act. | | | As applicable *p.m | | | | | | |
| Gratuity | | | is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act in the event of demise or permanent disability of an employee. | | | As applicable * | | | | | | |
| Advance against provisional minimum statutory bonus | | | Provided @ 20% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to ceiling of minimum wages of the | | | As applicable * | | | | | | |
| Provident Fund | | | You will be covered under Employees Provident Fund (EPF) Scheme under PFA Act. | | | As applicable *p.m | | | | | | |
| Income Tax | | | Appropriate income tax would be deducted in the payroll every month. | | | As applicable *p.m | | | | | | |
| Professional Tax | | | If any as per the applicable rules in your state. | | | As applicable *p.m | | | | | | |

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.



NAME: Kiran Kumar G
DESIGNATION: Deputy General Manager (HR)
Sagility India Private Limited

Date:

Candidate Name:

2/17/24, 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists: CF Muthayammal College Of Arts & since



5

placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| S.No. | Join Date | ATS ID | Name | Contact No. | | Gender | Education | Location | State | Recruiter Name | Joining Location | Domestic/International | Selected |
|-------|-----------|--------|---------------------|-------------|--------------------------------------|--------|-----------------------|--------------|-----------|----------------|------------------|------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | parameshwariramy22@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | somiyas01301@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani.S.V. | 6369785090 | jananisvelkarathan006@gmail.com | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | sasivarnav@gmail.com | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | nirajanavasu12@gmail.com | Female | BCA | Selem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | priyadarshini202801@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | abinaya6262@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173548 | Jayachitra.G | 9361156851 | chitraecvincasamy2004@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | priyapriya15915@gmail.com | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Savathi.R | 8122330510 | savathkrishnan3033@gmail.com | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavadarshini.V | 9042592208 | pavadarshinivenkateshwaran@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Navyashree.R | 8667711034 | navyashreeravi2003@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 6778222383 | ragasiya2005@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika.K | 739751449 | kowsikowsi0301@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari.S | 6374220358 | pragathi@gmail.com | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini.B | 8428687993 | bpriyadarshini202@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | mythiliganesan16@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | mr.dharsan003@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Venkatesan162004@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | chandrusaravanan256@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | sdhinakar@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | vimal.d.mec@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173606 | Tanitharshini.C | 6330835232 | tanitharshini24@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173557 | Vishnu.S | 7010327190 | vishnu70103@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | gowtham9151@gmail.com | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | praveen66069@gmail.com | Male | B.Com | Thoothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | mukeshwaran1216@gmail.com | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | nithinabishesk@gmail.com | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | saranrav096@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | priyavijay9523@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | sandhyamunivappan@gmail.com | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | raivarshini2@gmail.com | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | deepasdepa3@gmail.com | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | jananiyuvai1192@gmail.com | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | santhiyasaravanan1816@gmail.com | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | divyamunivesan6455@gmail.com | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasudevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | |
| 39 | 16-Feb-24 | 173741 | Selvaputh.T | 9629537579 | selvaputh5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chetbandhilip637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | Suganthan.G | 9363334342 | sygnanth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8307954097 | lachutha.namash04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.K | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0818@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar220824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173859 | Kavinivasan | 9442578684 | kavinivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavan150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173715 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham.R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshrcall30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Letter Of Intent

Date: 03.02.2024

Dear VISHNUPRIYA.GT - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

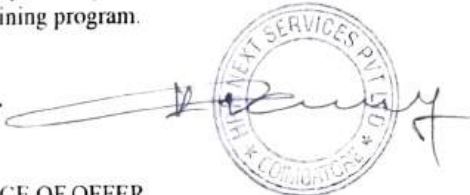
- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Gt*

Name: VISHNUPRIYA.GT

Date: 03.02.2024



Vee Healthtek Private Limited

The only Global Services company backed by its own university

Date : 21-Dec-23

Name : Sivaraman S

College Name : Muthayammal Arts and Science College

Department : BCA

Letter of Intent

Dear Sivaraman S,

Greeting from Vee Healthtek Private Limited.!

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Healthtek Private Limited (hereinafter referred as "Company"). We reiterate that you have made the right decision, and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you,

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you later.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.

Registered Office: #71, Sona Towers, Millers Road, Bangalore - 560 052, India

Phone : +91 80 4113 1526, +91 80 2226 6677

CIN: U29309KA2019PTC127013

Chennai: Tower-3 Special Module, Chennai One IT Park SEZ, Thorapakkam - 600 097. Phone: +91 442 433 1235

www.veehealthtek.com



Vee Healthtek Private Limited

The Company is a Private Limited Company registered in India.

During your employment with Vee Healthtek Private Limited, you will be paid a Total Compensation of INR 3,00,000/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our sites across India. Your employment will be governed by the rules, regulations and policies of the company.

If the above stated terms are acceptable to you, kindly acknowledge and revert this Letter of Intent within three (3) days from the date of issue via email. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

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

Yours truly,

for Vee Healthtek Private Limited.,

Kesavan

Senior Manager – Human Resources.

Acceptance by applicant below

I have read this Letter of Intent and accept the same.

Name: **Priyadharshini.M**

Signature: _____

Date: _____

Registered Office: #71, Sona Towers, Millers Road, Bangalore - 560 052, India

Phone: +91 80 4113 1526 +91 80 2226 6677

CIN: U29117KA2011PT12121

Chennai: Tower 3 Special Module, Chennai One IT Park SEZ, Thorupakkam - 600 097 Phone: +91 442 433 1235

www.veehealthtek.com

Letter Of Intent

Date: 3.2.2024
Dear NITHISH KUMAR M- BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: M. Nithish Kumar
Name: M. Nithish Kumar
Date: 03.02.2024

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

To: placement muthayammal <placement@muthayammal.in>

Thu, Mar 7, 2024 at 9:52 PM

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal


The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan_rk@ncratleos.com | ncratleos.comFollow us on our new channels! 

From: placement muthayammal <placement@muthayammal.in>
Sent: Thursday, March 7, 2024 4:04 PM**To:** Saravanan.Rk@ncr.com**Cc:** principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <head:iqac@muthayammal.in>**Subject:** NCR Selected students details-reg

***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|--------------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | <u>B.COM</u> | 20 |
| 24 | 21UCM005 | ANBUMARAN M | <u>B.COM</u> | 19 |
| 25 | 21UCM009 | ARUN A | <u>B.COM</u> | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | <u>B.COM</u> | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | <u>B.COM</u> | 21 |
| 28 | 21UCM026 | DHANUSH K | <u>B.COM</u> | 20 |
| 29 | 21UCM028 | DHANUSHYA R | <u>B.COM</u> | 20 |
| 30 | 21UCM029 | DHILIP S | <u>B.COM</u> | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | <u>B.COM</u> | 18 |
| 32 | 21UCM038 | GIRIDHARAN | <u>B.COM</u> | 17 |
| 33 | 21UCM050 | JEEVA G | <u>B.COM</u> | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | <u>B.COM</u> | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | <u>B.COM</u> | 19 |
| 36 | 21UCM150 | SHANKAR P V | <u>B.COM</u> | 22 |
| 37 | 21UCM178 | TAMIL P | <u>B.COM</u> | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | <u>B.COM</u> | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHETHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

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|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHIE | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGA G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

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| 101 | 22PPH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PPH026 | SANJAY V | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |

Letter Of Intent

Date: 3.2.2024
Dear NERANJANE GS - BCA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: N. Neranjane .

Name: NERANJANE GS

Date: 03-02-2024



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>

Subject: NCR Selected students details-reg-

***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
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| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
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| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
| 30 | 21UCM029 | DHILIP S | B.COM | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | B.COM | 18 |
| 32 | 21UCM038 | GIRIDHARAN | B.COM | 17 |
| 33 | 21UCM050 | JEEVA G | B.COM | 18 |
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| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
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| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
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| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
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| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
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| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
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| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
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| 102 | 22PPH026 | SANJAY ✓ | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : ANBUMARAN M

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: M-Anbumaran Signature: [Handwritten Signature] Date: 22.03.2024.

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
maresh.s.1@gmail.com Contact No: 9976348050



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234522060/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Arivignesh G,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234522060

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph: +91 44 65644111 Fax: +91 44 6564 4000 E-mail: corporate.office@tcs.com, Web Site: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084731



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234522060/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: G. Anurag

Date: 30-12-2023



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **ARUN A**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: A. Arun. Signature: A. Arun Date: 23.2.2024



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : ARUNKUMAR Y

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: ARUN KUMAR. Y Signature: [Handwritten Signature] Date: 22/03/24.

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050

Letter Of Intent

Date: 3.2.2024
Dear BALADHARSHINI B - B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: 
Name: BALADHARSHINI B
Date: 03.02.2024



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234524345/Chennai/BPS/BTN

Date:29/12/2023

Dear Mr. Balaji N,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234524345

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234524345/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature: *N. Balaji*

Name: *N. Balaji*

Date: *30/12/2023*



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234525640/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Bharath K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234525640

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 66164149 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office: 17th Floor, Central Building, Narman Point, Mumbai - 400 021
Corporate Identity Number: (CIN): L22210MH1995PL17000171



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234525640/Chennai/BPS/BTN** on 30.12.2023 (DD/MMM/YYYY).

Signature: *K. Bharath*

Name: *K. Bharath*

Date: *30.12.2023*

Appointment letter

07/03/2024

☎: +919486013006

@: abhuvaneshwari139@gmail.com

MS. A Bhuvaneshwari

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633165.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

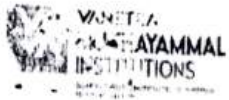
We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,



Authorised Signatory
HDFC Life



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA,

Regards,

| S.No | Drive Date | ATS ID | Name | Contact No. | Gender | Education | Location | State | Rescriber Name | Joining Location | Domestic / Intern. / National | Stage |
|------|------------|--------|--------------------|-------------|--------|-----------------------|--------------|-----------|----------------|------------------|-------------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani. S. V. | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavadarshini.V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadarshini.G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | kowsika.K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari.S | 6374220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini.B | 8428687593 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 172672 | Dharsan.B | 7339483848 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173600 | Ramharan.C | 6300635232 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010237190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | Male | B.Com | Theothiskudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.V | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173786 | Divya.M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|---------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasucswan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethanphilip32@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | swaganti2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuzhanimesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.k | 9597451929 | dhivyaakruthakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinsonp18@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar220824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152009@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhrmodharan.S | 8015661860 | dhrmodharan2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokromanan811@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Govertham .R | 8667653869 | gopiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dineth.S | 9488181230 | dinethnvgil30062002@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| | | | | | | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Appointment letter

07/03/2024

☎: +918012365049

@: deepikasrivenkat@gmail.com

MS. Deepikasri Venkatesh

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633166.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,



Authorised Signatory
HDFC Life



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234505953/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Dhanush B,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234505953

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 759, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234505953/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: DHANUSH.B

Date: 30/12/2023



Quess

Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **DHANUSH K**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: DHANUSH K Signature: [Handwritten Signature] Date: 23/02/2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Conduct No: 9976348050



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>

Subject: NCR Selected students details-reg

***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|--------------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | <u>B.COM</u> | 20 |
| 24 | 21UCM005 | ANBUMARAN M | <u>B.COM</u> | 19 |
| 25 | 21UCM009 | ARUN A | <u>B.COM</u> | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | <u>B.COM</u> | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | <u>B.COM</u> | 21 |
| 28 | 21UCM026 | DHANUSH K | <u>B.COM</u> | 20 |
| 29 | 21UCM028 | DHANUSHYA R | <u>B.COM</u> | 20 |
| 30 | 21UCM029 | DHILIP S | <u>B.COM</u> | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | <u>B.COM</u> | 18 |
| 32 | 21UCM038 | GIRIDHARAN | <u>B.COM</u> | 17 |
| 33 | 21UCM050 | JEEVA G | <u>B.COM</u> | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | <u>B.COM</u> | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | <u>B.COM</u> | 19 |
| 36 | 21UCM150 | SHANKAR P V | <u>B.COM</u> | 22 |
| 37 | 21UCM178 | TAMIL P | <u>B.COM</u> | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | <u>B.COM</u> | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHEZHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| | | | | |
|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHIE | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGAI G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

| | | | | |
|-----|----------|---------------|-------------|----|
| 101 | 22PPH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PPH026 | SANJAY ✓ | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,

No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com

CIN: U72900KA2018PTC109776 GSTIN: 29AAEC17500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr. Ms. *Dhivya S. BCOM*
Salem
Ph: - 9578438814

Dear: *Dhivya,*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate** with **Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is **Salem**.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head – Talent Acquisition

Accepted
S. Dhivya
15.03.2024.



CORIZO

Empowering Tomorrow's Leaders

OFFER LETTER

DATE: 21.02.2024

Dear **DINESH S,**

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment offer with Corizo Edutech.

We take this opportunity in wishing you the very best in your new employment as well as advising you on the following clauses that govern your employment:

1. **Period of Service:** The minimum period of service is **three (3) months** from the date of enforcement of this offer letter. The employee may **choose to extend their employment** via communication verbally as well as via written communication to their reporting HR personnel for an additional period as per their wishes. The **minimum period of service is not negotiable. The first ten(10) days including the day of joining will be "On Job Training" or "Training Period" and will be unpaid.**

2. **Designation:** You shall be employed as a **Business Development Associate (BDA).**

DOJ: 18th March, 2024

3. **Remuneration:** For the duration of your probation period you will be eligible for a compensation of **INR 15,000** which will be fixed and upto **Rs.10,000** will be the variable pay per calendar month.

Please find the following confirmation of your employment.

Probation Start Date: **18/03/2024**

Probation End Date: **18/06/2024**

After Probation Period: You shall be eligible for a remuneration of **INR 400,000 CTC** per annum of service plus an additional amount of **INR 250,000 CTC** as per company policies in the form of incentives and bonus.



CORIZO

Empowering Tomorrow's Leaders

4. **Deductions**: The remuneration for any calendar month shall be subject to deduction under the following conditions:

- Unexcused leaves (without prior notice and/or no notice whatsoever)
- Leaves exceeding the prescribed number of leaves for a calendar year.
- Destruction of company property.
- Loss and/or theft of company data which includes but is not limited to leads, raw data, information of clients/prospects and so on.
- Misappropriation of company resources.
- Failing to meet minimum monthly targets.

5. **Roles and Responsibilities**:

- Identify and develop strategic relationships with potential customers.
- Develop a strong pipeline of new customers through direct or indirect customer contact and prospecting.
- Ongoing monitoring and analysis of pipeline to review performance & optimise accordingly to ensure objectives are met.
- Maintaining strong follow-ups and regular feedback calls.
- Creating lead engagement plans and strategy.
- Studying the details of each offering and remaining abreast of updates to these offerings.
- Efficient and effective lead utilisation with consistent follow-ups, low Turn-Around-Time (TAT) and increased connectivity with multiple attempts.
- Update and create tailored client proposals and negotiate further to close the deals
- Building cross-discipline relationships in the organisation, partnering closely with the growth and marketing team, providing feedback and insights.

6. **Intellectual Property Rights**: Any and all research, development or improvement on existing procedure or product shall the intellectual property rights of Corizo Edutech and the employee shall hold no rights to lay claim to or raise any dispute for the same. Any personal resources or patents implemented by the employee during his tenure shall be at the discretion of the employee alone and the company hold no rights to persuade the employee otherwise.

7. **Non-disclosure agreement (I)**: The employee shall under no circumstances disclose the workings, data or information of the company to any third party. All data, information which includes but is not limited to information pertaining to employees, clients, collaborated companies, etc. is the sole property of Corizo Edutech and any employee found in breach of this agreement will be subject to punitive action which includes but is not limited to deductions, suspension and termination depending on the severity of the breach.



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : DINESHKUMAR V

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: v. Dineshkumar Signature: v. Anish Kumar Date: 22.03.2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Quess

Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **GIRIDHARAN A**

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: A. Giridharan Signature: A. Giridharan Date: 23-02-2024.



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234518025/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Gowtham P,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234518025

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234518025/Chennai/BPS/BTN on 30.12.2023 (DD/MMM/YYYY).

Signature:

Name: GOWTHAM. P

Date: 30.12.2023



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234517141/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Hariprasath Velusamy,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234517141/Chennai/BPS/BTN on 30/12/2023 (DD/MM/YYYY).

Signature:

Name: V. Hari Prasaath

Date: 30/12/2023



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234522141/Chennai/BPS/BTN

Date:04/01/2024

Dear Ms. Janani Y,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234522141

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph: +91 44 60104111 Fax: 91 44 6616 6000 e-mail: corporate@tcs.com, website: <http://www.tcs.com>

Registered Office 9th Floor, Narmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN) : L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234522141/Chennai/BPS/BTN** on 04.01.2024 (DD/MMM/YYYY).

Signature: *X. Janani*

Name: *X. JANANI*

Date: *04.01.2024*



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : JEEVA G

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: JEEVA G Signature: G. S. S. Date: 22/3/2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234518302/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Karthick A,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234518302

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234518302/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: Karthick A

Date: 30.12.2023



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234526448/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Karthikeyan K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234526448

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234526448/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: Karthikeyan K

Date: 30/12/2023

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TCSL/DT20234526448

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph. +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC094781

Date : 22-MARCH-2024**LETTER OF INTENT**Dear : **KARTHIKEYAN K**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: KARTHIKEYAN K Signature: [Signature] Date: 22.03.2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234419974/Chennai/BPS/BTN

Date:07/02/2024

Dear Ms. Monika M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234419974

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza /69, Anna Salai, Chennai - 600 002, India
Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC024781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234419974/Chennai/BPS/BTN on 07.02.2024 (DD/MMM/YYYY).

Signature: *M. Monika*

Name: *M. MONIKA*

Date: *07.02.2024*



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **NAGARAJ R**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: NAGARAJ R Signature: R. Nagaraj Date: 23.02.2024



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : NANTHITHIA R
Email Id : nanthitharamesh1530@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition
Sutherland**

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : NIKHITHA V
Email Id : nikhithavenkat03@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
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SUTHERLAND

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Sincerely,

Talent Acquisition
Sutherland

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Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : NISHANTH B
Email I'd : nnish8447@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND

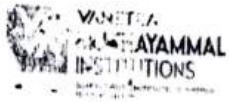
Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

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Sincerely,

Talent Acquisition
Sutherland

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA,

Regards,

| S.No | Drive Date | ATIS ID | Name | Contact No. | Gender | Education | Location | State | Recruiter Name | Joining Location | Domestic/Internatinal | Status |
|------|------------|---------|--------------------|-------------|--------|-----------------------|--------------|-----------|----------------|------------------|-----------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | Female | B.Sc. Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | Female | B.Sc. Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani.S.V. | 6369785090 | Female | B.Sc. Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasiwarna.V | 7904002473 | Female | B.Sc. Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadharshini.K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavyadharshini.V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasyadharshini.G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | Kowsika.K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari.S | 63742220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadharshini.B | 8428687993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173565 | Familmaran.C | 6320635232 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010227190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | Male | B.Com | Theothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|---------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943304 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasucswan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethanphilip32@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | swgani12378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuzhanimesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.k | 9597451929 | dhivyaakruthakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | jozeph.selinsonp18@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar220824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kav.innivasan152009@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhrmodharan.S | 8015661860 | dhr.modharan2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokromanan811@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Govertham .R | 8667653869 | gopiregovtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dineth.S | 9488181230 | dinethnngil30062002@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| | | | | | | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234516514/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. S Nithish Kumar,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234516514

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor B1 Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Marina Point, Mumbai 400 021
Corporate Identification No. (CIN): L72200MH1995PLC094761



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234516514/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: NITHISH KUMAR S

Date: 30/12/2023

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TCSL/DT20234516514

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
9th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66154111 | Fax: +91 44 6616 4050 | E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office: 9th Floor, Nirmal Building, Narayan Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC054781



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234535983/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Nithishwaran J,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234535983

TATA CONSULTANCY SERVICES

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6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph : +91 44 66164111 Fax:91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995P1C084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234535983/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: *NITHISHWARAN.J*

Date: *30.12.2023*



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234519055/Chennai/BPS/BTN

Date:04/01/2024

Dear Ms. Oviya S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234519055

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

5th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 052, India

Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC034781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234519055/Chennai/BPS/BTN** on 04/01/2024 (DD/MMM/YYYY).

Signature:

Name: Oviya S.

Date: 04.01.2024



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSSL/DT20234523061/Chennai/BPS/BTN
Date:29/12/2023

Dear Ms. Pavithira S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSSL/DT20234523061

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234523061/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: S. Parvathesha

Date: 30/12/2023



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234963233/Chennai/BPS/BTN
Date:04/01/2024

Dear Ms. Poomani T,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234963233

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 56164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Niramal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

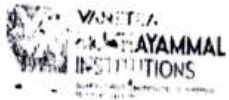
For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234963233/Chennai/BPS/BTN on 04/01/2024 (DD/MMM/YYYY).

Signature:

Name: Poomani T

Date: 04.01.2024



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R
9047123595 | RMG
Tech Mahindra- Chennai
vr00896960@TechMahindra.com
visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA,

Regards,

| S.No | Drive Date | ATS ID | Name | Contact No. | Gender | Education | Location | State | Recruiter Name | Joining Location | Domestic/ Intern. national | Status |
|------|------------|--------|---------------------|-------------|--------|-----------------------|--------------|-----------|----------------|------------------|----------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani.S | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavayadharshini.V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | kowsika.K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari.S | 6374220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini.B | 8428687993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173560 | Familmaran.C | 6320635232 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010327190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | Male | B.Com | Theothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | Male | B.Com | Krishnagin | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345270138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|---------------------------------|--------|-----------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasucswan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethanphilip32@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | swgani12378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuzhanimesh04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dhivya.k | 9597451929 | dhivyaakruthakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | jozeph.selinsonp18@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar220824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kav.inivasan152009@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun R | 9952745836 | arunrajansiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhrmodharan.S | 8015661860 | dhr.modharan26@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok C | 7667982132 | ashokromann811@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Govertham .R | 8667653869 | gopiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dineth.S | 9488181230 | dinethnvgil30062002@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| | | | | | | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

Letter Of Intent

Date: 3.2.2024
Dear PRIYADHARSHINI P. B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

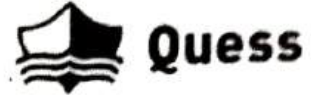
Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: P. Priyadharsini P
Name: Priyadharsini P
Date: 03.02.24



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **RABIN SING M**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: RABIN SING M Signature: M. Dakey Date: 23.03.2024



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234518051/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Rajesh R,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234518051

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 709, Anna Salai, Chennai - 600 002, India
Ph: +91 44 66154111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995910004781

1



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234518051/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: **RAJESH. R**

Date: **30/12/2023**



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234412385/Chennai/BPS/BTN
Date:29/12/2023

Dear Ms. Ramya M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234412385

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph: +91 44 60104111 Fax: +91 44 6010 4000 E-mail: corporate.offices@tcs.com Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC054781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234412385/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: **M. RAMYA**

Date: **30/12/2023**

Private and Confidential

TCSL/DT20234412385

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph: +91 44 65154111 Fax: +91 44 6515 4000 E-mail: care@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781

Enzyme Office - Alpha HSR 6 - Coworking space in HSR layout
1st floor 1113, 6th Main Rd, Syndicate Bank Colony, Sector 7, HSR
Layout, Bengaluru, Karnataka 560102

(CIN: U74999KA2021PTC143276)

(m)9663454129. Email: placements@rinex.ai

23-08-2023

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation at Rinex

Dear Ranjith K,

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of HR INTERNS in Rinex. The effective date of your hire by 20-09-2023

The performance pay for the internship period is upto 15,000/- considering the working days as HR INTERNS.

Here are the terms of the Internship while working with Rinex:

- The duration of the internship will be for 4 months from the date of joining. You will have to complete 2 months of mandatory internship period to be eligible for the Internship Certificate.
- Interns will not be entitled to any other benefits from the company during this tenure.
- Intern performance will be evaluated on a regular basis.
- After joining, the first 7 days of training are unpaid.
- During the internship, you are required to abide by the Rinex Code of Conduct and Rinex Internship Policy prescribed by the Company to all Interns.

Yours Sincerely,

Nirmala D
Talent Acquisition Team
On Behalf of Rinex



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear RISITHA P- B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: P. Risitha
Name: P. Risitha

Date: 03.02.2024



CORIZO

Empowering Tomorrow's Leaders

OFFER LETTER

DATE: 21.02.2024

Dear **RUBAN Y,**

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment offer with Corizo Edutech.

We take this opportunity in wishing you the very best in your new employment as well as advising you on the following clauses that govern your employment:

1. **Period of Service:** The minimum period of service is **three (3) months** from the date of enforcement of this offer letter. The employee may **choose to extend their employment** via communication verbally as well as via written communication to their reporting HR personnel for an additional period as per their wishes. The **minimum period of service is not negotiable. The first ten(10) days including the day of joining will be "On Job Training" or "Training Period" and will be unpaid.**

2. **Designation:** You shall be employed as a **Business Development Associate (BDA).**

DOJ: 18th March, 2024

3. **Remuneration:** For the duration of your probation period you will be eligible for a compensation of **INR 15,000** which will be fixed and upto **Rs.10,000** will be the variable pay per calendar month.

Please find the following confirmation of your employment.

Probation Start Date: **18/03/2024**

Probation End Date: **18/06/2024**

After Probation Period: You shall be eligible for a remuneration of **INR 400,000 CTC** per annum of service plus an additional amount of **INR 250,000 CTC** as per company policies in the form of incentives and bonus.



4. **Deductions** : The remuneration for any calendar month shall be subject to deduction under the following conditions:

- Unexcused leaves (without prior notice and/or no notice whatsoever)
- Leaves exceeding the prescribed number of leaves for a calendar year.
- Destruction of company property.
- Loss and/or theft of company data which includes but is not limited to leads, raw data, information of clients/prospects and so on.
- Misappropriation of company resources.
- Failing to meet minimum monthly targets.

5. **Roles and Responsibilities:**

- Identify and develop strategic relationships with potential customers.
- Develop a strong pipeline of new customers through direct or indirect customer contact and prospecting.
- Ongoing monitoring and analysis of pipeline to review performance & optimise accordingly to ensure objectives are met.
- Maintaining strong follow-ups and regular feedback calls.
- Creating lead engagement plans and strategy.
- Studying the details of each offering and remaining abreast of updates to these offerings.
- Efficient and effective lead utilisation with consistent follow-ups, low Turn-Around-Time (TAT) and increased connectivity with multiple attempts.
- Update and create tailored client proposals and negotiate further to close the deals
- Building cross-discipline relationships in the organisation, partnering closely with the growth and marketing team, providing feedback and insights.

6. **Intellectual Property Rights:** Any and all research, development or improvement on existing procedure or product shall the intellectual property rights of Corizo Edutech and the employee shall hold no rights to lay claim to or raise any dispute for the same. Any personal resources or patents implemented by the employee during his tenure shall be at the discretion of the employee alone and the company hold no rights to persuade the employee otherwise.

7. **Non-disclosure agreement (I):** The employee shall under no circumstances disclose the workings, data or information of the company to any third party. All data, information which includes but is not limited to information pertaining to employees, clients, collaborated companies, etc. is the sole property of Corizo Edutech and any employee found in breach of this agreement will be subject to punitive action which includes but is not limited to deductions, suspension and termination depending on the severity of the breach.



CORIZO

Empowering Tomorrow's Leaders

OFFER LETTER

DATE: 21.02.2024

Dear **SABESH M,**

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment offer with Corizo Edutech.

We take this opportunity in wishing you the very best in your new employment as well as advising you on the following clauses that govern your employment:

1. **Period of Service:** The minimum period of service is **three (3) months** from the date of enforcement of this offer letter. The employee may **choose to extend their employment** via communication verbally as well as via written communication to their reporting HR personnel for an additional period as per their wishes. The **minimum period of service is not negotiable. The first ten(10) days including the day of joining will be "On Job Training" or "Training Period" and will be unpaid.**

2. **Designation:** You shall be employed as a **Business Development Associate (BDA).**

DOJ: 18th March, 2024

3. **Remuneration:** For the duration of your probation period you will be eligible for a compensation of **INR 15,000** which will be fixed and upto **Rs.10,000** will be the variable pay per calendar month.

Please find the following confirmation of your employment.

Probation Start Date: **18/03/2024**

Probation End Date: **18/06/2024**

After Probation Period: You shall be eligible for a remuneration of **INR 400,000 CTC** per annum of service plus an additional amount of **INR 250,000 CTC** as per company policies in the form of incentives and bonus.

5th floor Classic Arena VMF2+7FJ, Hosur
Rd, AECS Layout - A Block, Singasandra,
Bengaluru, Karnataka 560068

support@corizo.in

corizo.in



4. **Deductions** : The remuneration for any calendar month shall be subject to deduction under the following conditions:

- Unexcused leaves (without prior notice and/or no notice whatsoever)
- Leaves exceeding the prescribed number of leaves for a calendar year.
- Destruction of company property.
- Loss and/or theft of company data which includes but is not limited to leads, raw data, information of clients/prospects and so on.
- Misappropriation of company resources.
- Failing to meet minimum monthly targets.

5. **Roles and Responsibilities**:

- Identify and develop strategic relationships with potential customers.
- Develop a strong pipeline of new customers through direct or indirect customer contact and prospecting.
- Ongoing monitoring and analysis of pipeline to review performance & optimise accordingly to ensure objectives are met.
- Maintaining strong follow-ups and regular feedback calls.
- Creating lead engagement plans and strategy.
- Studying the details of each offering and remaining abreast of updates to these offerings.
- Efficient and effective lead utilisation with consistent follow-ups, low Turn-Around-Time (TAT) and increased connectivity with multiple attempts.
- Update and create tailored client proposals and negotiate further to close the deals
- Building cross-discipline relationships in the organisation, partnering closely with the growth and marketing team, providing feedback and insights.

6. **Intellectual Property Rights**: Any and all research, development or improvement on existing procedure or product shall the intellectual property rights of Corizo Edutech and the employee shall hold no rights to lay claim to or raise any dispute for the same. Any personal resources or patents implemented by the employee during his tenure shall be at the discretion of the employee alone and the company hold no rights to persuade the employee otherwise.

7. **Non-disclosure agreement (1)**: The employee shall under no circumstances disclose the workings, data or information of the company to any third party. All data, information which includes but is not limited to information pertaining to employees, clients, collaborated companies, etc. is the sole property of Corizo Edutech and any employee found in breach of this agreement will be subject to punitive action which includes but is not limited to deductions, suspension and termination depending on the severity of the breach.



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234412419/Chennai/BPS/BTN

Date:29/12/2023

Dear Ms. Sakthipriya J K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234412419/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature: J.K. SAKTHIPRIYA

Name: J.K. SAKTHIPRIYA

Date: 30.12.2023

Private and Confidential

TCSL/DT20234412419

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph: +91 44 66164111 Fax: 91 44 6616 4000 E-mail: corporateoffice@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **SANJAI E**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: E. SANJAI Signature: E. Sanjai Date: 23.02.2024.

December 22, 2023

Ms Santhiya A

Salem,
Salem Dt
Tamil Nadu - 636115

Email ID: santhiya190404@gmail.com

Dear Santhiya A,

With reference to your application, tests and interview, we are pleased to inform that you have been selected for the post of "**Junior Process Associate**" in our organization. Your date of joining will be communicated to you closer to your joining which will be after your course completion. You shall report for duty on our intimation in our Coimbatore office. This offer is subject to you, clearing the reference check conducted by us.

Your three months training will start from the joining date. Upon successful completion of the training, your annual CTC will be **INR 2,59,320/- (Two Lakh Fifty Nine Thousand Three Hundred and Twenty only) per annum** which will include a night shift allowance of INR 150/- per work day and an Annual Loyalty Bonus of INR 12,000/- on completion of each year. On completion of six months of service, your annual CTC will be revised to **INR 2,83,320/- (Two Lakh Eighty Three Thousand Three Hundred and Twenty only) per annum** inclusive of the night shift allowance and the Annual Loyalty Bonus. The break-up of the same is provided in **Salary Annexure I** of this letter.

In addition, you will be eligible for a Variable Performance Incentive after 6 months of service, **subject to meeting process-specific incentive criteria.**

This letter is a communication of an employment offer and is not a letter of appointment. A regular letter of appointment will be issued to you at the date of your joining. As an acceptance of the offer, you are required to send a signed copy of this letter via email to us within 7 days from receipt of this letter. Non-submission of the same will be treated as non-acceptance of this offer.

Salary Annexure I

| KGIS | | | | |
|--------------------------|--|------------------------|--|----------------------------------|
| | Salary Components | During Training | After Completion of 3 Months Training | On Completion of 6 Months |
| A | Fixed Components | | | |
| | BASIC | 11047.00 | 11047.00 | 11047.00 |
| | HRA | 932.00 | 2932.00 | 4869.00 |
| | Night Shift Allowances**** | 0.00 | 3000.00 | 3000.00 |
| | BONUS | 920.00 | 920.00 | 920.00 |
| | GROSS | 12899.00 | 17899.00 | 19836.00 |
| | Less : Statutory Deduction (Employee) | | | |
| 1 | ESI | 97.00 | 112.00 | 126.00 |
| 2 | PF | 1436.00 | 1436.00 | 1436.00 |
| | NET TAKE HOME | 11366.00 | 16351.00 | 18274.00 |
| B | EMPLOYER CONTRIBUTIONS | | | |
| 1 | ESI | 419.00 | 484.00 | 547.00 |
| 2 | PF | 1556.00 | 1556.00 | 1556.00 |
| 3 | Gratuity* | 531.00 | 531.00 | 531.00 |
| 4 | Insurance ** | 140.00 | 140.00 | 140.00 |
| | CTC | 15545.00 | 17610.00 | 19610.00 |
| ANNUAL COMPONENTS | | | | |
| 1 | Yearly Loyalty Bonus*** | | | 12000 |
| | Annual CTC | | | 283320.00 |

Notes:

1. Rate of Professional Tax will vary based on Tamil Nadu Govt rules.
2. Rate of TDS is subject to Declaration and submission of related information and documents by employee.
3. Gratuity @ 15 days Basic salary for every completed year of service, payable after completion of 5 years of service.
4. ** Medical Insurance will be covered on completion of three months.
5. *** Annual Loyalty Bonus will be paid year on year after completion of one year service.
6. ***Variable performance incentive of Rs.4,000/- will be paid after 6 months of service, subject to meeting Process - Specific Incentive Criteria.
7. ****Per day Night Shift Allowance of Rs.150 will be applicable after the training period.

We look forward to your joining and building a long successful career with us. Should you require any assistance or information, please do feel free to reach us.

Warm Regards,

For KG Invicta Services Pvt Ltd. (KGIS)

Hariprasad G

Human Resources Team

ACCEPTANCE OF OFFER

(Full name with signature)
 I hereby confirm that I accept the above offer with all its terms and conditions of employment

No 365, KG Invicta Services Private Limited., KGISL Campus, Thuiyalur Road, Saravanampatti, Coimbatore - 641035, India.



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : SARAVANAN PERUMAL G

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: SARAVANAN PERUMAL G Signature: G. Suresh Date: 27/03/2024



Date : 22-MARCH-2024

LETTER OF INTENT

Dear : **SHANKAR PV**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: SHANKAR.P.V. Signature: P.V. [Signature] Date: 27/03/24

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : SHARMILI M

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qness Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: M. Sharmili Signature: M. S. L. I. Date: 23.02.2024



**HRH
Next**
THE GOOD CALL

794-A, Corporate Castle,
2nd Floor oppo Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear SHRI GAYATHIRI C - B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *C. Shif*
Name: Shri Gayathiri C
Date: 03.02.2024

Fwd: HR Consent Mail

External

Inbox

Search for all messages with label Inbox

Remove label Inbox from this conversation

Sofia Azeema <sofiaazeema0@gmail.com>

1:46 PM (43
minutes ago)

to me

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

From: **Kokila Prakash** <kokila.prakash@conseroglobal.com>

Date: Mon, 20 Nov, 2023, 19:16

Subject: HR Consent Mail

To: <sofiaazeema0@gmail.com>

Hi SOFIA AZEEMA M,

Thank you for your time spent during the interview process. It was pleasure taking to you.
As per our discussion, kindly acknowledge the below information :

Document Submission - Agreed

Current CTC – 3.7 LPA

NP – May/June 2024 Joinee

Expected TH (This is just to understand your expectations) - 15K Payout

Further Studies/Any plans to travel abroad for studies - Agreed

No Leave Policy (For Exam & Studies) – Agreed

Shift Timings – Agreed

Willing to Relocate - Agreed

Willing to WFO – Agreed

No Changes In the CTC & Position If Any Education Level Is Achieved After Joining – Agreed

Regards,

Kokila Prakash

HR - Recruitment

Mobile : +91-8792903770

Email : kokoila.prakash@conseroglobal.com

Web : <http://www.conseroglobal.com>

One attachment • Scanned by Gmail



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **SOUNDHARRAJAN AD**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: A-D Soundharrajan Signature: A. D. Soundharrajan Date: 23.2.24



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234417322/Chennai/BPS/BTN
Date:04/01/2024

Dear Ms. Sowmini P,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

- You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234417322

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 766, Anna Salai, Chennai - 600 062, India
Ph.: +91 44 60164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

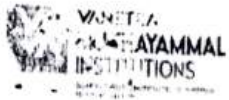
For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234417322/Chennai/BPS/BTN on 04/01/2024 (DD/MMM/YYYY).

Signature:

Name: Sowmini P.

Date: 4.1.2024



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R
9047123595 | RMG
Tech Mahindra- Chennai
vr00896960@TechMahindra.com
visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA,

Regards,

| S.No | Drive Date | ATIS ID | Name | Contact No. | Gender | Education | Location | State | Register Name | Joining Location | Domestic/Intern | Status |
|------|------------|---------|---------------------|-------------|--------|-----------------------|--------------|-----------|---------------|------------------|-----------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somyia.S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Janani.S.V | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya.dharshini.G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavayadharshini.V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadharshini.G | 9778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | kowsika.K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari.S | 6374220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini.B | 8428667993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483848 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8638501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173666 | Familmaron.C | 6300635232 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010137190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveen.S | 9360371014 | Male | B.Com | Theothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhya.M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|----------------------------------|--------|------------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Soandharajan R | 9360943004 | soandharas87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu.C | 9976802757 | vasucevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Sevapujith.T | 9629537379 | selvapujith5@gmail.com | Male | B.Sc./Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan V | 6382292377 | chethandhili0637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan.G | 9363334342 | suganthan2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthan.R | 8807954097 | lachuthanramesh04@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dh.vya k | 9597451929 | ghivvyakarungakaran303@gmail.com | Female | Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Josaph Selinsan P | 6374041406 | jossahselintan0818@gmail.com | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv50@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajanshiva@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokromian811@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham.R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30062002@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| | | | | | | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



placement muthayammal <placement@muthayammal.in>

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Cc: "Hrslm ." <hrslm@muthootgroup.com>, "Hrzoann ." <hrzoann@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 AM

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Thank you for your mail.

Regards,

On Sat, 20 Jan, 2024, 4:35 pm Hrslm ., <hrslm@muthootgroup.com> wrote:

Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N**Regional HR Salem (024)****hrslm@muthootgroup.com****Ph:8754759990**

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

Looking forward to seeing your reply.

Thanks and regards,

Mr.U.Mohamed Iqbal

Co-Ordinator, Placement Cell**Muthayammal College of Arts and Science****Rasipuram-637408****Cell: 98942 94468**

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--
Regards,
Muralidharan.s
Erode RHR.

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 **Muthoot Finance Interview attended students.ods**
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Chemistry | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BA English | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BSc Maths | Muthoot finance | Shortlisted |
| 11 | 21UCA011 | DEEPAK M | BCA | Muthoot finance | Shortlisted |
| 12 | 21UMA008 | DEVIKA M | BSc Maths | Muthoot finance | Shortlisted |
| 13 | 21UCA025 | GOBIKA K P | BCA | Muthoot finance | Shortlisted |
| 14 | 21UCA027 | GOKUL M | BCA | Muthoot finance | Shortlisted |
| 15 | 21UCA028 | GOKULKANNAN S | BCA | Muthoot finance | Shortlisted |
| 16 | 21UCA031 | GOMATHI S | BCA | Muthoot finance | Shortlisted |
| 17 | 22PPH005 | GOWRI A | MSc Physics | Muthoot finance | Shortlisted |
| 18 | 21UCS050 | HARIHARAN R | BSc Computer Science | Muthoot finance | Shortlisted |
| 19 | 22PPH008 | HARIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 20 | 21UCA040 | JAGATHESH K | BCA | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BSc Maths | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | MSc Physics | Muthoot finance | Shortlisted |
| 23 | 22PPH012 | KAVIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 24 | 21UCS070 | KAVIRAJ C | BSc Computer Science | Muthoot finance | Shortlisted |
| 25 | 21UMA055 | KIRUTHIKA R | BSc Maths | Muthoot finance | Shortlisted |
| 26 | 21UCA058 | LAKSMAN PRAHATH V D | BCA | Muthoot finance | Shortlisted |
| 27 | 21UCA061 | MAHESWARAN K | BCA | Muthoot finance | Shortlisted |
| 28 | 21UCA062 | MAHITH S | BCA | Muthoot finance | Shortlisted |
| 29 | 21UBA027 | MANIKANDAN A | BBA | Muthoot finance | Shortlisted |
| 30 | 21UCH016 | MATHIYAZHAGAN.M | BSc Chemistry | Muthoot finance | Shortlisted |
| 31 | 21UEC009 | MONISHKUMAR.S | BSc E&C | Muthoot finance | Shortlisted |
| 32 | 21UCA069 | MURALIDHARAN C | BCA | Muthoot finance | Shortlisted |
| 33 | 21UMA031 | PARAMESHWARI R | BSc Maths | Muthoot finance | Shortlisted |
| 34 | 22PCS017 | PRASANTH D | MSc Computer Science | Muthoot finance | Shortlisted |
| 35 | 22PCS018 | PRASANTH E | MSc Computer Science | Muthoot finance | Shortlisted |
| 36 | 21UCH025 | PREETHI.T | BSc Chemistry | Muthoot finance | Shortlisted |
| 37 | 21UCA079 | PRIYADHARSHINI G P | BCA | Muthoot finance | Shortlisted |
| 38 | 21UMA034 | PRIYADHARSHINI R | BSc Maths | Muthoot finance | Shortlisted |
| 39 | 21UCA083 | RAJALINGAM M | BCA | Muthoot finance | Shortlisted |
| 40 | 21UST010 | RAMYA R | BSc Stat | Muthoot finance | Shortlisted |
| 41 | 21UCM138 | SABESH M | B.Com | Muthoot finance | Shortlisted |
| 42 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
| 43 | 21UMA038 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 44 | 22PPH026 | SANJAY V | MSc Physics | Muthoot finance | Shortlisted |
| 45 | 22PCS026 | SANJIVKUMAR S | MSc Computer Science | Muthoot finance | Shortlisted |
| 46 | 22PPH018 | SANTHOSH | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 21UMA041 | SASIVARNA V | BSc Maths | Muthoot finance | Shortlisted |
| 48 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMA046 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234437433/Chennai/BPS/BTN

Date:11/01/2024

Dear Ms. Sri Vidya J,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234437433

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com. Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234437433/Chennai/BPS/BTN** on 11/01/2024 (DD/MMM/YYYY).

Signature:

Name: J Sai Vedyar

Date: 11/01/2024



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **SUGUMAR S**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Qness Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: S. Sugumar Signature: S. Sugumar Date: 23-02-24



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : SURESH V

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Qness Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed **Date of Joining.**

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: V. Suresh Signature: [Signature] Date: 03.02.2024

Letter Of Intent

Date: 3.2.2024
Dear SWATHI.M - B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Swathi.M*
Name: Swathi.M
Date: 03.02.2024



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234525176/Chennai/BPS/BTN
Date:04/01/2024

Dear Ms. Sweetlen Anisha,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234525176

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 092, India

Ph.: +91 44 68164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234525176/Chennai/BPS/BTN on 04/01/2024 (DD/MMM/YYYY).

Signature:

Name: SWEETLEN ANISHA P

Date: 04.01.2024



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>

Subject: NCR Selected students details-reg

***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|--------------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | <u>B.COM</u> | 20 |
| 24 | 21UCM005 | ANBUMARAN M | <u>B.COM</u> | 19 |
| 25 | 21UCM009 | ARUN A | <u>B.COM</u> | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | <u>B.COM</u> | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | <u>B.COM</u> | 21 |
| 28 | 21UCM026 | DHANUSH K | <u>B.COM</u> | 20 |
| 29 | 21UCM028 | DHANUSHYA R | <u>B.COM</u> | 20 |
| 30 | 21UCM029 | DHILIP S | <u>B.COM</u> | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | <u>B.COM</u> | 18 |
| 32 | 21UCM038 | GIRIDHARAN | <u>B.COM</u> | 17 |
| 33 | 21UCM050 | JEEVA G | <u>B.COM</u> | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | <u>B.COM</u> | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | <u>B.COM</u> | 19 |
| 36 | 21UCM150 | SHANKAR P V | <u>B.COM</u> | 22 |
| 37 | 21UCM178 | TAMIL P | <u>B.COM</u> | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | <u>B.COM</u> | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHETHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| | | | | |
|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHIE | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGAI G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

| | | | | |
|-----|----------|---------------|-------------|----|
| 101 | 22PPH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PPH026 | SANJAY ✓ | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234505741/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Udhaya Kumar R,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

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On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234505741

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234505741/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: UDHAYAKUMAR. R

Date: 30/12/2023



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234436902/Chennai/BPS/BTN
Date:04/01/2024

Dear Ms. M Vaishnavi M Vaishnavi,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

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On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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TCSL/DT20234436902

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nanman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

1



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234436902/Chennai/BPS/BTN on 04/01/2024 (DD/MMM/YYYY).

Signature: *Vaishnavi*

Name: *Vaishnavi . M*

Date: *04/01/2024*



**HRH
Next**
THE GOOD CALL

794-A, Corporate Castle,
2nd Floor oppo Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear VARSHINI DEVI SS - B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12, 000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120, 000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: S.S. Varshini
Name: S.S. Varshini
Date: 03.02.2024



placement muthayammal <placement@muthayammal.in>

Interview attended students (19/01/2024) reg

Hrerd . <hrerd@muthootgroup.com>

To: placement muthayammal <placement@muthayammal.in>

Cc: "Hrslm ." <hrslm@muthootgroup.com>, "Hrzoann ." <hrzoann@muthootgroup.com>

Mon, Jan 22, 2024 at 10:19 AM

Dear Sir

Please find the shortlisted candidate list.

On Sat, Jan 20, 2024 at 8:47 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Thank you for your mail.

Regards,

On Sat, 20 Jan, 2024, 4:35 pm Hrslm ., <hrslm@muthootgroup.com> wrote:

Dear Sir

Please find the shortlisted candidate list

@Hrerd Murali please share your shortlisted candidate list

Karthikeyan N**Regional HR Salem (024)****hrslm@muthootgroup.com****Ph:8754759990**

On Fri, Jan 19, 2024 at 5:26 PM placement muthayammal <placement@muthayammal.in> wrote:

Dear Sir,

Greetings from Muthayammal College of Arts and Science (Autonomous)!

Thank you for giving us a wonderful opportunity for our students. As per your direction herewith we have attached the student's details for your reference.

Looking forward to seeing your reply.

Thanks and regards,

Mr.U.Mohamed Iqbal

Co-Ordinator, Placement Cell**Muthayammal College of Arts and Science****Rasipuram-637408****Cell: 98942 94468**

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

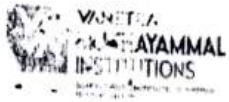
--
Regards,
Muralidharan.s
Erode RHR.

This e-mail and any files transmitted with it are for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies and the original message. Any unauthorized review, use, disclosure, dissemination, forwarding, printing or copying of this email or any action taken in reliance on this e-mail is strictly prohibited and may be unlawful. The recipient acknowledges that Muthoot Finance Ltd or its subsidiaries and associated companies (collectively "The Muthoot Group"), are unable to exercise control or ensure or guarantee the integrity of/over the contents of the information contained in e-mail transmissions and further acknowledges that any views expressed in this message are those of the individual sender and no binding nature of the message shall be implied or assumed unless the sender does so expressly with due authority of Muthoot Finance Ltd. Before opening any attachments please check them for viruses and defects. Virus Warning: Although the company has taken reasonable precautions to ensure no viruses are present in this email. The company cannot accept responsibility for any loss or damage arising from the use of this email or attachment.

 **Muthoot Finance Interview attended students.ods**
23K

| S.No | Roll No | Name of the Student | Department | Name of the Company | Remarks |
|------|----------|---------------------|----------------------|---------------------|-------------|
| 1 | 21UMA001 | ABI B | BSc Maths | Muthoot finance | Shortlisted |
| 2 | 21UCA002 | ABINESH S | BCA | Muthoot finance | Shortlisted |
| 3 | 21UCA003 | ABISHEK P M | BCA | Muthoot finance | Shortlisted |
| 4 | 22PCS001 | AJITHKUMAR M | MSc Computer Science | Muthoot finance | Shortlisted |
| 5 | 22PPH002 | ARCHANA R | MSc Physics | Muthoot finance | Shortlisted |
| 6 | 22PMA002 | ARIVAZAHAN S | MSc Maths | Muthoot finance | Shortlisted |
| 7 | 21UMA003 | ARUNDHATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 8 | 21UCH044 | BALASURIYA.K | BSc Chemistry | Muthoot finance | Shortlisted |
| 9 | 21UEN008 | BANUPRIYA M | BA English | Muthoot finance | Shortlisted |
| 10 | 21UMA005 | BIRUNTHA R | BSc Maths | Muthoot finance | Shortlisted |
| 11 | 21UCA011 | DEEPAK M | BCA | Muthoot finance | Shortlisted |
| 12 | 21UMA008 | DEVIKA M | BSc Maths | Muthoot finance | Shortlisted |
| 13 | 21UCA025 | GOBIKA K P | BCA | Muthoot finance | Shortlisted |
| 14 | 21UCA027 | GOKUL M | BCA | Muthoot finance | Shortlisted |
| 15 | 21UCA028 | GOKULKANNAN S | BCA | Muthoot finance | Shortlisted |
| 16 | 21UCA031 | GOMATHI S | BCA | Muthoot finance | Shortlisted |
| 17 | 22PPH005 | GOWRI A | MSc Physics | Muthoot finance | Shortlisted |
| 18 | 21UCS050 | HARIHARAN R | BSc Computer Science | Muthoot finance | Shortlisted |
| 19 | 22PPH008 | HARIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 20 | 21UCA040 | JAGATHESH K | BCA | Muthoot finance | Shortlisted |
| 21 | 21UMA016 | JANAPRAVEEN T | BSc Maths | Muthoot finance | Shortlisted |
| 22 | 22PPH010 | JAWAHAR R | MSc Physics | Muthoot finance | Shortlisted |
| 23 | 22PPH012 | KAVIPRIYA S | MSc Physics | Muthoot finance | Shortlisted |
| 24 | 21UCS070 | KAVIRAJ C | BSc Computer Science | Muthoot finance | Shortlisted |
| 25 | 21UMA055 | KIRUTHIKA R | BSc Maths | Muthoot finance | Shortlisted |
| 26 | 21UCA058 | LAKSMAN PRAHATH V D | BCA | Muthoot finance | Shortlisted |
| 27 | 21UCA061 | MAHESWARAN K | BCA | Muthoot finance | Shortlisted |
| 28 | 21UCA062 | MAHITH S | BCA | Muthoot finance | Shortlisted |
| 29 | 21UBA027 | MANIKANDAN A | BBA | Muthoot finance | Shortlisted |
| 30 | 21UCH016 | MATHIYAZHAGAN.M | BSc Chemistry | Muthoot finance | Shortlisted |
| 31 | 21UEC009 | MONISHKUMAR.S | BSc E&C | Muthoot finance | Shortlisted |
| 32 | 21UCA069 | MURALIDHARAN C | BCA | Muthoot finance | Shortlisted |
| 33 | 21UMA031 | PARAMESHWARI R | BSc Maths | Muthoot finance | Shortlisted |
| 34 | 22PCS017 | PRASANTH D | MSc Computer Science | Muthoot finance | Shortlisted |
| 35 | 22PCS018 | PRASANTH E | MSc Computer Science | Muthoot finance | Shortlisted |
| 36 | 21UCH025 | PREETHI.T | BSc Chemistry | Muthoot finance | Shortlisted |
| 37 | 21UCA079 | PRIYADHARSHINI G P | BCA | Muthoot finance | Shortlisted |
| 38 | 21UMA034 | PRIYADHARSHINI R | BSc Maths | Muthoot finance | Shortlisted |
| 39 | 21UCA083 | RAJALINGAM M | BCA | Muthoot finance | Shortlisted |
| 40 | 21UST010 | RAMYA R | BSc Stat | Muthoot finance | Shortlisted |
| 41 | 21UCM138 | SABESH M | B.Com | Muthoot finance | Shortlisted |
| 42 | 21UMA037 | SANGEETHA M | BSc Maths | Muthoot finance | Shortlisted |
| 43 | 21UMA038 | SANJAY V | BSc Maths | Muthoot finance | Shortlisted |
| 44 | 22PPH026 | SANJAY V | MSc Physics | Muthoot finance | Shortlisted |
| 45 | 22PCS026 | SANJIVKUMAR S | MSc Computer Science | Muthoot finance | Shortlisted |
| 46 | 22PPH018 | SANTHOSH | MSc Physics | Muthoot finance | Shortlisted |
| 47 | 21UMA041 | SASIVARNA V | BSc Maths | Muthoot finance | Shortlisted |
| 48 | 21UMA043 | SHARMIKHA S | BSc Maths | Muthoot finance | Shortlisted |

| | | | | | |
|----|-----------|------------------|----------------------|-----------------|-------------|
| 49 | 21UMAC 16 | SOWNDHIRARAJAN G | BSc Maths | Muthoot finance | Shortlisted |
| 50 | 21UCM165 | SRIDHARAN E S | B.Com | Muthoot finance | Shortlisted |
| 51 | 21UCA102 | SRIKANTH R | BCA | Muthoot finance | Shortlisted |
| 52 | 21UCA108 | SURESH KARTHIK S | BCA | Muthoot finance | Shortlisted |
| 53 | 21UCM176 | SWATHI M | B.Com | Muthoot finance | Shortlisted |
| 54 | 21UCM178 | TAMIL P | B.Com | Muthoot finance | Shortlisted |
| 55 | 21UCA115 | TAMILSELVAN K | BCA | Muthoot finance | Shortlisted |
| 56 | 21UMA050 | THASHVINI B | BSc Maths | Muthoot finance | Shortlisted |
| 57 | 21UMA051 | THIRUPATHI M | BSc Maths | Muthoot finance | Shortlisted |
| 58 | 21UMA053 | VALARMATHI V | BSc Maths | Muthoot finance | Shortlisted |
| 59 | 22PCS033 | VASANTHAN S | MSc Computer Science | Muthoot finance | Shortlisted |
| 60 | 21UCM184 | VASEEKARAN A | B.Com | Muthoot finance | Shortlisted |
| 61 | 21UCA120 | VENGADESAN M | BCA | Muthoot finance | Shortlisted |
| 62 | 21UCA121 | VENKATESAN J | BCA | Muthoot finance | Shortlisted |
| 63 | 21UCA122 | VENKATESH S | BCA | Muthoot finance | Shortlisted |
| 64 | 21UCA124 | VIGNESH R | BCA | Muthoot finance | Shortlisted |
| 65 | 21UEC011 | VIGNESHWARAN.K | BSc E&C | Muthoot finance | Shortlisted |
| 66 | 21UCA127 | VISHNU S | BCA | Muthoot finance | Shortlisted |



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & science

1 message

Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your Kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA,

Regards,

| S.No | Drive Date | ATS ID | Name | Contact No. | Gender | Education | Location | State | Recruiter Name | Joining Location | Domestic / International | Status |
|------|------------|--------|--------------------|-------------|--------|-----------------------|--------------|-----------|----------------|------------------|--------------------------|----------|
| 1 | 16-Feb-24 | 173568 | Parameshwari.R | 9344714871 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 2 | 16-Feb-24 | 173527 | Somiya.S | 9626124930 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 3 | 16-Feb-24 | 173572 | Jananis. V. | 6369785090 | Female | B.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 4 | 16-Feb-24 | 173544 | Sasivarna.V | 7904002473 | Female | B.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 5 | 16-Feb-24 | 173525 | Niranjana.V | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 6 | 16-Feb-24 | 173569 | Priyadarshini.K | 9080197077 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 7 | 16-Feb-24 | 173654 | Abinaya.R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 8 | 16-Feb-24 | 173648 | Jayachitra.G | 9361156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 9 | 16-Feb-24 | 173639 | Priya dharshini.G | 8525837789 | Female | B.Sc.Chemistry | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 10 | 16-Feb-24 | 173534 | Gayathri.R | 8122330510 | Female | B.Com.CA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 11 | 16-Feb-24 | 173566 | Pavyadarshini.V | 9042532208 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 12 | 16-Feb-24 | 173561 | Kavyashree.R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 13 | 16-Feb-24 | 173563 | Ragasiyadarshini.G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 14 | 16-Feb-24 | 173562 | kowsika.K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 15 | 16-Feb-24 | 173671 | Pragatheeshwari.S | 6374220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 16 | 16-Feb-24 | 173539 | Priyadarshini.B | 8428687993 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 17 | 16-Feb-24 | 173549 | Mythili.G | 9994366045 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 18 | 16-Feb-24 | 173672 | Dharsan.B | 7339483548 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 19 | 16-Feb-24 | 173653 | Venkatesan.J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 20 | 16-Feb-24 | 173644 | Chandru.S | 9994480812 | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 21 | 16-Feb-24 | 173696 | Dhinakar.S | 8838501593 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 22 | 16-Feb-24 | 173623 | Vimal.D | 8778603879 | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 23 | 16-Feb-24 | 173555 | Familisaron.C | 6306935132 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 24 | 16-Feb-24 | 173652 | Vishnu.S | 7010237190 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 25 | 16-Feb-24 | 173559 | Gowtham.P | 8144337990 | Male | B.Com | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 26 | 16-Feb-24 | 173567 | Praveer.S | 9360371014 | Male | B.Com | Theothukudi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran.G | 6385790551 | Male | B.Com.CA | Kallalurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 28 | 16-Feb-24 | 173618 | Nithin Abishesk.M | 9566330078 | Male | B.Com | Krishnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 29 | 16-Feb-24 | 173688 | Saran.R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 30 | 16-Feb-24 | 173735 | Priya.M | 7695876886 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 31 | 16-Feb-24 | 173680 | Sandhiya.M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 32 | 16-Feb-24 | 173768 | Mohavarshini.R | 9345279138 | Female | B.Sc.Physics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 33 | 16-Feb-24 | 173773 | Deepa.S | 6382731938 | Female | M.Sc.Mathematics | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 34 | 16-Feb-24 | 173824 | Janani.Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 35 | 16-Feb-24 | 173771 | Santhiya.S | 9361348164 | Female | B.Sc.Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 36 | 16-Feb-24 | 173788 | Divya.M | 6285824958 | Female | M.Sc.Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |

| | | | | | | | | | | | | | |
|----|-----------|--------|-------------------|------------|--------------------------------|--------|------------------------|--------------|-----------|--------------|---------|----------|----------|
| 37 | 16-Feb-24 | 173694 | Sowndharrajan.R | 9360943004 | sowndhars87@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 38 | 16-Feb-24 | 173719 | Vasu C | 9976802757 | vasucevan11112003@gmail.com | Male | B.Com | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 39 | 16-Feb-24 | 173741 | Selvapujith.T | 9629537579 | selvapujith5@gmail.com | Male | B.Sc./Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 40 | 16-Feb-24 | 173669 | Chethan.V | 6382292377 | chethandhillip637@gmail.com | Male | B.Com.CA | Kirshnagiri | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 41 | 16-Feb-24 | 173703 | suganthan G | 9363334342 | sunjanth2378@gmail.com | Male | BCA | Perambalur | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 42 | 16-Feb-24 | 173882 | Lachuthari.R | 8807954097 | lachuthanarameal04@gmail.com | Male | BBA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 43 | 16-Feb-24 | 173843 | Dh vya k | 9597451929 | dhivyakarunakaran303@gmail.com | Female | Mathematics | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 44 | 16-Feb-24 | 173640 | Joseph Selinson P | 6374041406 | josephselinson0816@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 45 | 16-Feb-24 | 173822 | Rahul Kumar A | 8838473384 | rahulkumar270824@gmail.com | Male | B.Com CA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 46 | 16-Feb-24 | 173839 | Kavinnivasan | 9442578084 | kavinnivasan152004@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 47 | 16-Feb-24 | 173633 | Kesavan V | 9952575819 | kesavanv150@gmail.com | Male | Computer Science | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 48 | 16-Feb-24 | 173675 | Arun.R | 9952745836 | arunrajanisiva@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Hold |
| 49 | 16-Feb-24 | 173620 | Dhamodharan.S | 8015861860 | dhamodharan0456@gmail.com | Male | BCA | Namakkal | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 50 | 16-Feb-24 | 173676 | Gokulkumar.R | 8220664382 | gokulkumar2610@gmail.com | Male | B.Sc.Computer Science | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 51 | 16-Feb-24 | 173668 | Mathiyazhagan.M | 8825528156 | mathi2205ma@gmail.com | Male | B.Sc.Chemistry | Kallakurichi | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 52 | 16-Feb-24 | 173716 | Ashok.C | 7667982132 | ashokroman811@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 53 | 16-Feb-24 | 173645 | Gowtham .R | 8667653869 | empiregowtham93@gmail.com | Male | BCA | Cuddalore | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |
| 54 | 16-Feb-24 | 173825 | Dinesh.S | 9488181230 | dineshmail30062002@gmail.com | Male | B.Com | Salem | TamilNadu | Visalakshi R | Chennai | Domestic | Selected |



794-A, Corporate Castle,
2nd Floor oppo Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024
Dear VIMALA M - B.COM

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be Rs.12,000 -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of Rs.120,000 – 180,000/- p.a. and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Vimala M*
Name: VIMALA M
Date: 03/02/2024



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234527808/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Vinothkumar Balu,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234527808

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234527808/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: B. VINOTHKUMAR.

Date: 03.01.2024.



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234468489/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Vishnu Prasath S S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234468489

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
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Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP

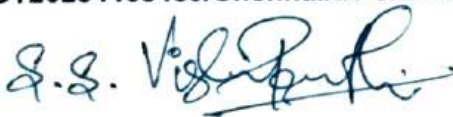


[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234468489/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature: 

Name: VISHNU PRASATH . S . S

Date: 30/12/2023



Quess

Date : 09-MARCH-2024

LETTER OF INTENT

Dear : YOGESH P

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: P. Yogesh Signature: Date: 23.2.24

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.uesscorp.com> | Conduct No: 9976348050



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : SRIDHAR S

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: SRIDHAR.S Signature: [Handwritten Signature] Date: 27/03/24

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecomm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

Mr/ Ms. *Durgadevi. A - B. CM*
Salem
Phn - 6369657479

Dear: *Durgadevi*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate** with **Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Head – Talent Acquisition

Accepted

A. Day
15/03/24

Appointment letter



Sarutha ke jiyo!

07/03/2024

☎: +917904559631

@: abinaya6262@gmail.com

MS. Abinaya Raja

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633164.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e. The Minimum Business Guarantee (MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com

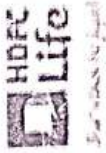
HDFC Life Insurance Company Limited. IRDAI Registration No. 101.

Communication Address: 11th Floor, Lodha Exotica, Apollo Mills Compound, NH, Juhu Marg, Maharashtra, Mumbai-400011

Head Office: 11th Floor, Lodha Exotica, Apollo Mills Compound, NH, Juhu Marg, Maharashtra, Mumbai-400011

11511





Identity Card



Name: Abinaya Raja
Gender: FEMALE
Designation: Life Advisor
Agency Code: 01633164
Issued On: 07/03/2024
Address: D/O Raja, 48 BARATHINAGAR,
DHULUKKANUR, KATTUKOTTAI,
attur, Thudikkalur, Salem, Tamil
Nadu, 636141
Phone No.: 7904559631

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFC Life

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodhe Excelus, Apollo NBs Compound, N.M. Joshi Road, Mahalaxmi, Mumbai 400 011.



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal


The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R . K . Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.comFollow us on our new channels! 

From: placement muthayammal <placement@muthayammal.in>**Sent:** Thursday, March 7, 2024 4:04 PM**To:** Saravanan.Rk@ncr.com**Cc:** principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <head:iqac@muthayammal.in>**Subject:** NCR Selected students details-reg***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| SI.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
| 24 | 21UCM005 | ANBUMARAN M | B.COM | 19 |
| 25 | 21UCM009 | ARUN A | B.COM | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | B.COM | 21 |
| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
| 30 | 21UCM029 | DHILIP S | B.COM | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | B.COM | 18 |
| 32 | 21UCM038 | GIRIDHARAN | B.COM | 17 |
| 33 | 21UCM050 | JEEVA G | B.COM | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | B.COM | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | B.COM | 19 |
| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | B.COM | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHETHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| | | | | |
|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHIE | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGAI G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234525077/Chennai/BPS/BTN
Date:04/01/2024

Dear Ms. Archana R,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

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On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234525077

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 65164111 Fax 91 44 6516 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234525077/Chennai/BPS/BTN** on 30/12/2023 (DD/MMM/YYYY).

Signature: *R. Archana*

Name: **ARCHANA R**

Date: **30.12.2023**



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234513291/Chennai/BPS/BTN

Date:04/01/2024

Dear Ms. Aruna Pasupathi,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234513291

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC004781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234513291/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: ARUNA P

Date: 30.12.2023

**Provisional Offer : BUSINESS PROCESS SERVICES****Ref: TCSL/DT20234537837/Chennai/BPS/BTN****Date:29/12/2023**

Dear Mr. Arunkumar R,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

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Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234537837

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

5th Floor El Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, IndiaPh: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 5th Floor, Nirmal Building, Nandan Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC024781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

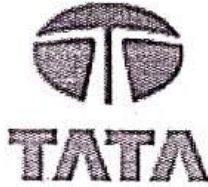
For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234537837/Chennai/BPS/BTN on _____ (DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234516846/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Bharath Kumar B,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234516846

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234505904/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: B. Bhaarith kumar

Date: 30/12/2023



Indecomm Business Services (India) Private Limited

Regd. Office: Brigade South Parade, 3rd Floor,
No. 10, MG Road, Bengaluru – 560001

Tel: 91 80 66960400 Fax: 91 80 25357973 Web: www.indecmm.com
CIN: U72900KA2018PTC109776 GSTIN: 29AAECI7500E1ZR

Letter of Intent ("LOI")

Date: 15th March '24

M^{rs} Ms. *Birundha A - B com*
Salem
Ph! - 9488 33 4172

Dear: *Birundha,*

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate** with **Indecomm Business Services (India) Private Limited** and based out of **Salem**.

You will be under probation for six (6) months from your date of joining Indecomm. During this period, your annual Cost to Company (CTC) will be **INR 1,78,032/- (Rupees One Lakh Seventy-Eight Thousand and Thirty-Two only)**.

You may note that this letter should not be construed as an offer of employment from Indecomm Business Services, nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

The final Employment Offer Letter shall be issued to you on your Date of Joining and the location of the posting is Salem.

We would request you to go through the above terms, and let us know if they are acceptable to you, by signing a copy of this letter and returning it to us.

Thanking you,

Yours Sincerely,

for **Indecomm Business Services (India) Private Limited**

Clyde Peter Alweyn
Clyde Peter Alweyn
Head – Talent Acquisition

Accepted

A. Birundha
15/03/24.



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>**Sent:** Thursday, March 7, 2024 4:04 PM**To:** Saravanan.Rk@ncr.com**Cc:** principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>**Subject:** NCR Selected students details-reg***External Message* - Use caution before opening links or attachments**

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Name of the College : Muthayammal College of Arts and Science (Autonomous)

| Sl.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
| 24 | 21UCM005 | ANBUMARAN M | B.COM | 19 |
| 25 | 21UCM009 | ARUN A | B.COM | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | B.COM | 21 |
| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
| 30 | 21UCM029 | DHILIP S | B.COM | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | B.COM | 18 |
| 32 | 21UCM038 | GIRIDHARAN | B.COM | 17 |
| 33 | 21UCM050 | JEEVA G | B.COM | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | B.COM | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | B.COM | 19 |
| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | B.COM | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHETHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

| | | | | |
|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHI E | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S . | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI.G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGA! G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

| | | | | |
|-----|----------|---------------|-------------|----|
| 101 | 22PPH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PPH026 | SANJAY V | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |

Appointment letter



Sar utha ke jyo!

08/03/2024

☎: +919025352354

@: deeparaja395@gmail.com

MS. Deepa

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633928.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com

HDFC Life Insurance Company Limited. IRDAI Registration No. 101.
Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
CIN: L65110MH2000PLC128245. MSCRO184429122331





Identity Card



Name: Deepa
Gender: FEMALE
Designation: Life Advisor
Agency Code: 01633928
Issued On: 08/03/2024
Address: D/O : Raja, 190, kattukottai,
Sellampattu, Villupuram, Tamil
Nadu 606207
Phone No.: 9025352354

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory
HDFC Life

Registered Office of Insurer
HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi
Road, Mahalaxmi, Mumbai 400 011.



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189355 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>

Subject: NCR Selected students details-reg

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NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| SI.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
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| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
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| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
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| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
| 24 | 21UCM005 | ANBUMARAN M | B.COM | 19 |
| 25 | 21UCM009 | ARUN A | B.COM | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
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| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
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| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | B.COM | 23 |
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| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |

Appointment letter



07/03/2024

☎: +919384266475

@: devi475priya@gmail.com

MS. Devi Priya S

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633163.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

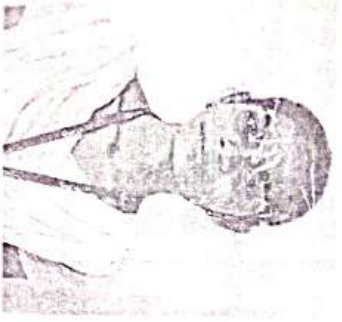
Warm regards,


Authorised Signatory
HDFC Life

 www.hdfclife.com



Identity Card



Name: Devi Priya S

Gender: FEMALE

Designation: Life Advisor

Agency Code: 01633163

Issued On: 07/03/2024

Address:
D/O Selladurai, 91, AMMAN
NAGAR, JANGAMA
SAMUTHIRAM POST
GANGAVALLI TALUK Jangama
Samudram, Salem, Tamil Nadu
636113

Phone No.: 9384266475

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:



Authorised Signatory

HDFC Life

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi
Road, Mahaxamji, Mumbai 400 011.



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <head:iqac@muthayammal.in>

Subject: NCR Selected students details-reg

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NCR On-Campus Interview on 6/3/2024

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| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
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| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |

**Quess**Date : 22-MARCH-2024**LETTER OF INTENT**

Dear : DHANUSHKUMAR CS

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: DHANUSH KUMAR CS Signature: Dhanush Kumar Date: 22/03/24

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

To: placement muthayammal <placement@muthayammal.in>

Thu, Mar 7, 2024 at 9:52 PM

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R . K . Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <head:iqac@muthayammal.in>

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| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
| 64 | 21UCC182 | VINOTHKUMAR K | B.COM CA | 23 |
| 65 | 21UCC195 | ASWIN M | B.COM CA | 20 |
| 66 | 21UBA019 | JAYAKUMAR R S | BBA | 22 |
| 67 | 21UBA021 | KANGAYATHAN B | BBA | 22 |
| 68 | 21UBA022 | KANISHGAR A | BBA | 21 |
| 69 | 21UBA025 | KIRUTHIKA J | BBA | 19 |
| 70 | 21UBA034 | PARANJOTHI T | BBA | 20 |
| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
| 79 | 21UEC003 | DHANUSH.K | EC | 22 |
| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
| 87 | 21PCM008 | GOWTHAMAN C | MCom | 23 |
| 88 | 22PMA017 | MADHUMITHA B | MCom | 22 |
| 89 | 22PMA022 | MOWNISHA S | MCom | 22 |
| 90 | 21PCM028 | SIVANESHAN K | MCom | 21 |
| 91 | 21PCM033 | THIYAGESHWARAN S | MCom | 23 |
| 92 | 22PMA003 | DEEPA S | MSc Maths | 17 |
| 93 | 22PMA022 | SARANYA K | MSc Maths | 17 |
| 94 | 22PMA026 | VINOTH KUMAR C | MSc Maths | 20 |
| 95 | 22PPH002 | ARCHANA R | MSc Physics | 18 |
| 96 | 22PPH004 | ELAMATHI S | MSc Physics | 17 |
| 97 | 22PPH011 | KABILAMBIGA! G P | MSc Physics | 16 |
| 98 | 22PPH014 | NANDHINI S | MSc Physics | 16 |
| 99 | 22PPH010 | JAWAHAR R | MSc Physics | 21 |
| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

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|-----|----------|---------------|-------------|----|
| 101 | 22PPH017 | RAJAVEL K | MSc Physics | 23 |
| 102 | 22PPH026 | SANJAY V | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |



SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : DHATCHANAMOORTHIT
Email I'd : dhatchanamoothit2@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND®

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition
Sutherland**

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234525322/Chennai/BPS/BTN
Date:29/12/2023

Dear Ms. Elakkiya N K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234525322

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234525322/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

Private and Confidential
TCSL/DT20234525322

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC034781

Appointment letter



Sar utha ke jyo!

07/03/2024

☎: +919384540260

@: elakkiyaselvaraj4@gmail.com

MRS. Elakkiya Selvaraj

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633168.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee ((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com





Identity Card



Name: Elakkiya Selvaraj
Gender: FEMALE
Designation: Life Advisor
Agency Code: 01633168
Issued On: 07/03/2024
Address: D/O : Selvaraj, 8/8, KADAI
STREET, ODUVANKURICHI
RASIPURAM Seerapalli,
Namakkal, Tamil 637406
Phone No.: 9384540260

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFC Life

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Road, Mahalaxmi, Mumbai 400 011.



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>
To: placement muthayammal <placement@muthayammal.in>
Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Thu, Mar 7, 2024 at 9:52 PM

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R . K . Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>
Sent: Thursday, March 7, 2024 4:04 PM
To: Saravanan.Rk@ncr.com
Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>
Subject: NCR Selected students details-reg

***External Message* - Use caution before opening links or attachments**

[Quoted text hidden]

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WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The College accepts no liability for any damage caused by any virus transmitted by this email.

NCR On-Campus Interview on 6/3/2024

Name of the College : Muthayammal College of Arts and Science (Autonomous)

| SI.NO | Roll No | Name of the Student | Dept.&Sec | MARKS |
|-------|----------|----------------------------|-----------|-------|
| 1 | 21UCS018 | ASWINKUMAR M | CS - A | 23 |
| 2 | 21UCS040 | DINESH KUMAR P | CS - A | 21 |
| 3 | 21UCS045 | GOKULAN G V | CS - B | 21 |
| 4 | 21UCS047 | GOPINATH B | CS - A | 22 |
| 5 | 21UCS061 | KALAIYARASAN S | CS - B | 20 |
| 6 | 21UCS067 | KATHIR M | CS - B | 23 |
| 7 | 21UCS089 | MAYAKANNAN P | CS - C | 19 |
| 8 | 21UCS091 | MOHAMMED ISMAIL M | CS - C | 19 |
| 9 | 21UCS093 | MOHAN S | CS - C | 16 |
| 10 | 21UCS104 | NAVEENKUMAR V | CS - C | 22 |
| 11 | 21UCS175 | VISHNU A | CS - D | 20 |
| 12 | 21UCS176 | VISHNU V | CS - D | 18 |
| 13 | 21UCA004 | ANBARASU K | BCA - A | 23 |
| 14 | 21UCA042 | JOEL P | BCA - A | 23 |
| 15 | 21UCA043 | JOGANAS MARSHIYO A | BCA - A | 19 |
| 16 | 21UCA049 | KARTHIKEYAN T | BCA - B | 22 |
| 17 | 21UCA077 | PRAVEEN KUMAR M | BCA - B | 23 |
| 18 | 21UCA082 | RAGUL M | BCA - B | 21 |
| 19 | 21UCA090 | SAKTHIVEL M | BCA - C | 22 |
| 20 | 21UCA105 | SUBASH R | BCA - C | 23 |
| 21 | 21UCA116 | THALAPATHI V | BCA - C | 22 |
| 22 | 21UCA137 | AJAY C | BCA - C | 23 |
| 23 | 21UCM002 | ABINAYA S | B.COM | 20 |
| 24 | 21UCM005 | ANBUMARAN M | B.COM | 19 |
| 25 | 21UCM009 | ARUN A | B.COM | 19 |
| 26 | 21UCM010 | ARUN KUMAR Y | B.COM | 20 |
| 27 | 21UCM023 | DEEPIKASRI V | B.COM | 21 |
| 28 | 21UCM026 | DHANUSH K | B.COM | 20 |
| 29 | 21UCM028 | DHANUSHYA R | B.COM | 20 |
| 30 | 21UCM029 | DHILIP S | B.COM | 19 |
| 31 | 21UCM033 | DINESHKUMAR V | B.COM | 18 |
| 32 | 21UCM038 | GIRIDHARAN | B.COM | 17 |
| 33 | 21UCM050 | JEEVA G | B.COM | 18 |
| 34 | 21UCM058 | KARTHIKEYAN K (28.04.2004) | B.COM | 18 |
| 35 | 21UCM147 | SARAVANA PERUMAL G | B.COM | 19 |
| 36 | 21UCM150 | SHANKAR P V | B.COM | 22 |
| 37 | 21UCM178 | TAMIL P | B.COM | 15 |
| 38 | 21UCM195 | SRIDHAR S (23.02.2004) | B.COM | 23 |
| 39 | 21UCC006 | ANANTHAPRIYA G S | B.COM CA | 19 |
| 40 | 21UCC020 | CHETHAN V | B.COM CA | 17 |
| 41 | 21UCC023 | DEVADHARSHAN K G | B.COM CA | 20 |
| 42 | 21UCC024 | DEVI PRIYA S | B.COM CA | 17 |
| 43 | 21UCC025 | DHAMODHARAN A | B.COM CA | 22 |
| 44 | 21UCC027 | DHANUSH KUMAR C S | B.COM CA | 22 |
| 45 | 21UCC029 | DHARANIDHARAN M | B.COM CA | 21 |
| 46 | 21UCC037 | ELAVARASAN S | B.COM CA | 20 |
| 47 | 21UCC039 | GANESH S | B.COM CA | 19 |
| 48 | 21UCC043 | GOKUL M | B.COM CA | 22 |

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|-----|----------|------------------|-------------|----|
| 49 | 21UCC049 | HARIHARAN A | B.COM CA | 22 |
| 50 | 21UCC054 | INDUJA S | B.COM CA | 17 |
| 51 | 21UCC114 | RAGUL K | B.COM CA | 23 |
| 52 | 21UCC121 | RAMKUMAR R | B.COM CA | 22 |
| 53 | 21UCC124 | RANJITHKUMAR G | B.COM CA | 23 |
| 54 | 21UCC129 | RUDRAMOORTHY E | B.COM CA | 23 |
| 55 | 21UCC130 | SABARINATHAN S | B.COM CA | 21 |
| 56 | 21UCC131 | SADHISH R | B.COM CA | 22 |
| 57 | 21UCC132 | SAIRAM S | B.COM CA | 21 |
| 58 | 21UCC133 | SAISUBRAMANI S | B.COM CA | 20 |
| 59 | 21UCC148 | SATHEESHKUMAR S | B.COM CA | 23 |
| 60 | 21UCC162 | SRIDHAR S | B.COM CA | 17 |
| 61 | 21UCC166 | SUJITH KUMAR S | B.COM CA | 20 |
| 62 | 21UCC167 | SUNDAR RAJ N | B.COM CA | 18 |
| 63 | 21UCC180 | VIMALANAND M | B.COM CA | 16 |
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| 71 | 21UBA038 | PRAVEEN KUMAR S | BBA | 22 |
| 72 | 21UBA044 | SATHISH M | BBA | 16 |
| 73 | 21UBA055 | THIRUMUGAN B | BBA | 20 |
| 74 | 21UBA056 | VIGNESHWARAN K | BBA | 16 |
| 75 | 21UCH026 | PRIYADHARSHINI.G | CHEMISTRY | 18 |
| 76 | 21UCH033 | SUBHIKSHA.D.S | CHEMISTRY | 18 |
| 77 | 21UCH041 | SUNMATHI.M | CHEMISTRY | 19 |
| 78 | 21UCH045 | DHEENADHAYALAN M | CHEMISTRY | 22 |
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| 80 | 21UEC005 | KARTHIKEYAN. M | EC | 22 |
| 81 | 21UEC006 | KAVIN KUMAR.M | EC | 22 |
| 82 | 21UEC009 | MONISHKUMAR.S | EC | 21 |
| 83 | 21UEC010 | THILIPKUMAR.R | EC | 19 |
| 84 | 21UEC011 | VIGNESHWARAN.K | EC | 21 |
| 85 | 21UEC015 | HARSHITHA S | EC | 19 |
| 86 | 22PCS031 | SURIYAPRAKASH G | MSc CS | 23 |
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| 100 | 22PPH012 | KAVIPRIYA S | MSc Physics | 20 |

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|-----|----------|---------------|-------------|----|
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| 102 | 22PPH026 | SANJAY V | MSc Physics | 18 |
| 103 | 22PPH023 | VIDHYA J | MSc Physics | 19 |
| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |

Appointment letter



08/03/2024

☎: +918056899833

@: ganeshshanmugam.19713@gmail.com

MR. Ganesh S

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633943.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,



Authorised Signatory
HDFC Life

 www.hdfclife.com

HDFC Life Insurance Company Limited. IRDAI Registration No. 101.

Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

CIN: L65110MH2000PLC128245. MSCRO184429122331



Appointment letter



Sar utha ke jyo!

07/03/2024

☎: +918122330510

@: gayug8727@gmail.com

MS. Gayathri Ramakrishnan

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633159.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

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We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com





Identity Card



Name: **Gayathri Ramakrishnan**
Gender: **FEMALE**
Designation: **Life Advisor**
Agency Code: **01633159**
Issued On: **07/03/2024**
Address: **D/O . Ramakrishnan, 65,
THOLUVAR STREET,
PETHANAICKENPALAYAM
Salem, Tamil Nadu, 636109**
Phone No.: **8122330510**

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFCLife

Registered Office of Insurer

HDFCLife Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Road, Mahalaxmi, Mumbai 400 011.



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

Thu, Mar 7, 2024 at 9:52 PM

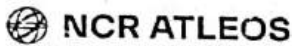
To: placement muthayammal <placement@muthayammal.in>

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <headiqac@muthayammal.in>

Hi Iqbal

The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R. K. Saravanan

Phone: +91 44-66189555 | Cell: +91 9994937878

saravanan.rk@ncratleos.com | ncratleos.com

Follow us on our new channels!

From: placement muthayammal <placement@muthayammal.in>

Sent: Thursday, March 7, 2024 4:04 PM

To: Saravanan.Rk@ncr.com

Cc: principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <headiqac@muthayammal.in>

Subject: NCR Selected students details-reg

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NCR On-Campus Interview on 6/3/2024

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| 104 | 22PPH029 | THATCHAYINI M | MSc Physics | 20 |



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrnext.com

Letter Of Intent

Date: 3-2-2024
Dear GOKUL RAJ D - B.COM CA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job-based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER
I accept the offer on the terms and conditions outlined.

Signature: D. Gokul
Name: GOKUL RAJ D
Date: 03/02/2024



placement muthayammal <placement@muthayammal.in>

NCR Selected students details-reg

Rk, Saravanan <Saravanan.Rk@ncratleos.com>

To: placement muthayammal <placement@muthayammal.in>

Thu, Mar 7, 2024 at 9:52 PM

Cc: principalarts muthayammal <principalarts@muthayammal.in>, Head IQAC VMI <head:iqac@muthayammal.in>

Hi Iqbal


The attached list of students those who have participated in our On Campus drive yesterday have qualified to join our company on or before 11th March 2024.

With Best Regards,



R . K . Saravanan

Phone: +91 44-66189555 | Cell: +91 9994987878

saravanan.rk@ncratleos.com | ncratleos.comFollow us on our new channels! 

From: placement muthayammal <placement@muthayammal.in>**Sent:** Thursday, March 7, 2024 4:04 PM**To:** Saravanan.Rk@ncr.com**Cc:** principalarts muthayammal <principalarts@muthayammal.in>; Head IQAC VMI <head:iqac@muthayammal.in>**Subject:** NCR Selected students details-reg***External Message* - Use caution before opening links or attachments**

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Appointment letter



Sar utha ke jiyo!

07/03/2024

☎: +919361632879

@: indujasubramanian386@gmail.com

MS. Induja S

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633162.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com





Identity Card



Name: Induja S
Gender: FEMALE
Designation: Life Advisor
Agency Code: 01633162
Issued On: 07/03/2024
Address: D/O Subramani, NO 3/114, SOUTH STREET, NAGANALLUR, THURAIYUR, Koppampatti, Tiruchirappalli, Tamil Nadu, 621012
Phone No.: 9361632879

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFCLife

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Road, Mahalaxmi, Mumbai 400 011.

Appointment letter



08/03/2024

☎: +919361156851

@: chitragovindasamy2004@gmail.com

MS. Jayachitra G

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633946.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

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Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,


Authorised Signatory
HDFC Life

 www.hdfclife.com



Identity Card



Name: Jayachitra G
Gender: FEMALE
Designation: Life Advisor
Agency Code: 016333946
Issued On: 08/03/2024
Address: D/O Govindasamy, 3/277, VADAKU
KADU rasipuram
Eswaramurthipalayam, Namakkai,
Tamil 636202
Phone No.: 9361156851

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:



Authorised Signatory

HDFC Life

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi
Road, Mahalaxmi, Mumbai 400 011.

Appointment letter



Sar utha ke jayo!

07/03/2024

☎: +917373554832

@: bjayasuriya918@gmail.com

MR. Jayasuriya Balamurugan

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633157.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com

HDFC Life Insurance Company Limited. IRDAI Registration No. 101.
Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
CIN: L65110MH2000PLC128245. MSCRO184429122331





Identity Card



Name: Jayasuriya Balamurugan

Gender: MALE

Designation: Life Advisor

Agency Code: 01633157

Issued On: 07/03/2024

Address: #S/O Balamurugan, 1/202,
METTALA, #RASIPURAM
Karkoodalpati, PO:
gKarkudalpati, DIST: Namakkal,
"arnil Nadu 636202

Phone No.: 7373554832

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFCLife

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi
Road, Mahalaxmi, Mumbai 400 011.



JOB OFFER LETTER

22- Jan'2024

P.
Dear P. JENIFER,

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at Foxconn Hon Hai Technology India Mega Development Private Limited with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sripermudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

P. Jifer.
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234527982/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Jotheeswaran Rajagopal,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234527982

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH11995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234527982/Chennai/BPS/BTN** on _____ (DD/MMM/YYYY).

Signature: 

Name:

Date:



JOB OFFER LETTER

22-Jan'2024

A. Kalai Vani
Dear Ms. Kalai Vani

We are pleased to offer you the full-time position of Operator/Assembly/Quality Assurance at **Foxconn Hon Hai Technology India Mega Development Private Limited** with a start date of March-June'24, contingent upon an educational check. [Mr.Sarath, HR Executive] at [Sriperumudhur location] will be your primary contact and [Mr. Vedha, manager] on site. It is in our opinion that your abilities and experience will be the perfect fit for our company.

In this role, you will provide timely, reliable, and responsive support that generates a high level of employee satisfaction and inspires confidence through effective communication, expert knowledge, and efficient escalation to resolve issues. You will also be provided with the induction and training program. The starting monthly salary for this position is Rs.16,000 to be paid on a monthly basis by direct deposit on 28th of every Month.

Your employment with [Foxconn Hon Hai Technology India Mega Development Private Limited] will be on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definite amount of time.

As a contract employee of [Foxconn Hon Hai Technology India Mega Development Private Limited], you are also eligible for our benefits program, which includes Statutory Bonus, Other allowance. Other benefits will be described in more detail in the orientation program.

By signing and returning this letter you will confirm your acceptance of the offer. Please respond no later than June 30st, 2024.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Truly,



PVR ENTERPRISES

Human Resource Solutions & Services

A. Kalai Vani
Signature

Salary Break-up

| Criteria | Amount (in Rs.) |
|------------------|-----------------|
| BASIC | 7274 |
| DA | 6830 |
| Attendance Bonus | 750 |
| A Shift | 50 |
| B Shift | 25 |
| C Shift | 50 |
| Other allowance | |
| Statutory bonus | |
| Over time amount | |
| | |
| Deduction | |
| PF | 12% |
| ESI | 0.75% |
| Canteen | 5 Rs per day |
| Professional Tax | 208 |



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: **5.2.2024**
Dear **KARTHICKVEL S - B.COM-CA**

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs12,000 -/-** Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: *Karthickvel*

Name: **KARTHICKVEL**

Date: **5.02.24**



OFFER LETTER

DATE: 21.02.2024

Dear **KARTHIK D,**

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment offer with Corizo Edutech. We take this opportunity in wishing you the very best in your new employment as well as advising you on the following clauses that govern your employment:

1. **Period of Service:** The minimum period of service is **three (3) months** from the date of enforcement of this offer letter. The employee may **choose to extend their employment** via communication verbally as well as via written communication to their reporting HR personnel for an additional period as per their wishes. The **minimum period of service is not negotiable. The first ten(10) days including the day of joining will be "On Job Training" or "Training Period" and will be unpaid.**

2. **Designation :**You shall be employed as a **Business Development Associate (BDA).**

DOJ: 18th March, 2024

3. **Remuneration:** For the duration of your probation period you will be eligible for a compensation of **INR 15,000** which will be fixed and upto **Rs.10,000** will be the variable pay per calendar month.

Please find the following confirmation of your employment.

Probation Start Date: **18/03/2024**

Probation End Date: **18/06/2024**

After Probation Period: You shall be eligible for a remuneration of **INR 400,000 CTC** per annum of service plus an additional amount of **INR 250,000 CTC** as per company policies in the form of incentives and bonus.



CORIZO

Empowering Tomorrow's Leaders

4. **Deductions**: The remuneration for any calendar month shall be subject to deduction under the following conditions:

- Unexcused leaves (without prior notice and/or no notice whatsoever)
- Leaves exceeding the prescribed number of leaves for a calendar year.
- Destruction of company property.
- Loss and/or theft of company data which includes but is not limited to leads, raw data, information of clients/prospects and so on.
- Misappropriation of company resources.
- Failing to meet minimum monthly targets.

5. **Roles and Responsibilities**:

- Identify and develop strategic relationships with potential customers.
- Develop a strong pipeline of new customers through direct or indirect customer contact and prospecting.
- Ongoing monitoring and analysis of pipeline to review performance & optimise accordingly to ensure objectives are met.
- Maintaining strong follow-ups and regular feedback calls.
- Creating lead engagement plans and strategy.
- Studying the details of each offering and remaining abreast of updates to these offerings.
- Efficient and effective lead utilisation with consistent follow-ups, low Turn-Around-Time (TAT) and increased connectivity with multiple attempts.
- Update and create tailored client proposals and negotiate further to close the deals
- Building cross-discipline relationships in the organisation, partnering closely with the growth and marketing team, providing feedback and insights.

6. **Intellectual Property Rights**: Any and all research, development or improvement on existing procedure or product shall the intellectual property rights of Corizo Edutech and the employee shall hold no rights to lay claim to or raise any dispute for the same. Any personal resources or patents implemented by the employee during his tenure shall be at the discretion of the employee alone and the company hold no rights to persuade the employee otherwise.

7. **Non-disclosure agreement (1)**: The employee shall under no circumstances disclose the workings, data or information of the company to any third party. All data, information which includes but is not limited to information pertaining to employees, clients, collaborated companies, etc. is the sole property of Corizo Edutech and any employee found in breach of this agreement will be subject to punitive action which includes but is not limited to deductions, suspension and termination depending on the severity of the breach.

Appointment Letter

HDFC Life
Sachin Kumar Joshi

08/03/2024

+916374631123

@: rkavinn04@gmail.com

MR. Kavinraj Rajendiran

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633939.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,


Authorised Signatory
HDFC Life

www.hdfclife.com

HDFC Life Insurance Company Limited. IRDAI Registration No. 101.

Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

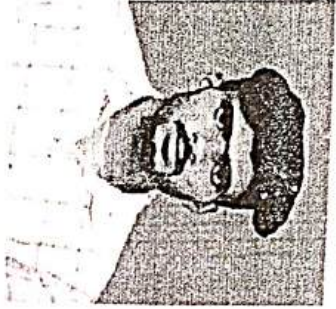
Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

V: L65110MH2000PLC128245. MSCRO184429122331





Identity Card



Name: Kaviraj Rajendran

Gender: MALE

Designation: Life Advisor

Agency Code: 01633939

Issued On: 08/03/2024

Address:
S/O Rajendran, NO 132,
JAILUTHUPATTI, SALEM,
Jaluthupatti, Salem, Tamil Nadu,
636202

Phone No.: 6374631123

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFC Life

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lorch Excelus, Apollo Mills Compound, N.M. Joshi
Road, Mahaxnri, Mumbai 400 011.



SUTHERLAND[®]

PROVISIONAL OFFER LETTER

Candidate Name : KEERTHANA B
Email I'd : keerthanalak10@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND®

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

Talent Acquisition
Sutherland

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : KISHORE KUMAR M
Email I'd : kishoremathes3@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition
Sutherland**

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063

Appointment Letter

HDFC Life
Sarutha ke jiyo!

08/03/2024

☎: +916379058026

@: kowsalyakumar173@gmail.com

MS. Kowsalya Kumar

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633938.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee ((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,



Authorised Signatory
HDFC Life

www.hdfclife.com



HDFC Life Insurance Company Limited. IRDAI Registration No. 101.
Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
N: L65110MH2000PLC128245. MSCRO184429122341

Identity Card



Name: Kowsalya Kumar
Gender: FEMALE
Designation: Life Advisor
Agency Code: 016333938
Issued On: 08/03/2024
Address: D/O : Kumar, 2, PUTHUKADU,
Pungamaduvu, Salem,
Puluthikuttai, Tamil Nadu, 636104
Phone No.: 6379058026

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:



Authorised Signatory

HDFC Life

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi
Road, Mahalaxmi, Mumbai 400 011.



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234517014/Chennai/BPS/BTN
Date:04/01/2024

Dear Ms. Kowsika K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234517014

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234517014/Chennai/BPS/BTN on 04/01/2024 (DD/MMM/YYYY).

Signature: *K. Kowsika*

Name: K. Kowsika.

Date: 04 / 01 / 2024



Quess

Date : 09-MARCH-2024

LETTER OF INTENT

Dear : **MAGESH KUMAR**

Consequent to your interview, we are pleased to offer you a position of **OPERATOR** with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: MAHESH KUMAR.V Signature: Mahesh Kumar Date: 25/02/2024



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : MANIGANDAN R

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qness Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - o Ration Card
 - o Passport
 - o Driving License
- Photocopy of ID Proof (Any One)
 - o Passport
 - o Driving License
 - o Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: R. MANIGANDAN Signature: R. Manigandan Date: 23-02-2024

Qness Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.qnesscorp.com> | Conduct No: 9976348050



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234517023/Chennai/BPS/BTN
Date:29/12/2023

Dear Ms. Maragatham T,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234517023

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com. Website: <http://www.tcs.com>

Registered Office 9th Floor, Nismal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC024721



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234517023/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature:

Name: T. MARAGATHAM

Date: 30.12.2023

Appointment letter



Sar utha ke jyo!

08/03/2024

☎: +918220080699

@: smatheswaran84@gmail.com

MR. Matheswaran S

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633944.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee (MBG) / Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,


Authorised Signatory
HDFC Life

www.hdfclife.com



HDFC Life Insurance Company Limited, IRDAI Registration No. 101.
Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.
CIN: L65110MH2000PLC128245



Identity Card



Name: Matheswaran S
Gender: MALE
Designation: Life Advisor
Agency Code: 01633944
Issued On: 08/03/2024
Address: S/O : Srinivasan, 10/286A, EAsT
PULIYAMPATTI, Edanganasalai,
Salem, Tamil Nadu -637502
Phone No.: 8220080699

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFCLife

Registered Office of Insurer

HDFCLife Insurance Company Limited.

13th Floor, Lodna Excelus, Apollo Mills Compound, N.M.Joshi
Road, Mahalaxmi, Mumbai 400 011.



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234505904/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Moheeswaran K B,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234505904

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC034781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234516846/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature: *K. B. Moheswaran*

Name: *K. B. Moheswaran*

Date: *30/12/2023*



SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : MONISHA R
Email I'd : velmurugaamoni@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND®

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

**Talent Acquisition
Sutherland**

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234505454/Chennai/BPS/BTN
Date:29/12/2023

Dear Mr. Mukeshwaran G,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234505454

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC034781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234505454/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature: G. Mureshwaran

Name: MURESHWARAN G

Date: 30/12/2023

Private and Confidential

TCSL/DT20234505454

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. [CIN]: L22210MH1995PLC034781



SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : MYTHILI S
Email I'd : mythilisenthil97@gmail.com
College Name : Muthayammal Arts & Science
Date : 3-Nov-2023

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". There will be further rounds of interviews which may be conducted online/remotely or in Company office in Chennai. Final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners is up to **3 Lac INR Per Annum**. Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.



SUTHERLAND®

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

Talent Acquisition
Sutherland

This is a digitally generated soft copy hence a signature is not required.
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



794-A, Corporate Castle,
2nd Floor opp to Rex Scan Centre,
Verivada Road,
Mettupalayam Road,
Coimbatore-641002
Contact: 8072568308,
www.hrhnext.com

Letter Of Intent

Date: 3.2.2024

Dear NAGARAJAN.V. B.COM-CA

As per your request/application, we are pleased to offer you the position of a **Customer Care Associate** at our **Coimbatore** office. This training position is for a term of **1(one) month** beginning subject to the condition that if the process for any reason is dissolved/ transferred/ terminated, your association will be restricted to that period. Upon successful completion of the initial process of Training/Client Evaluation objectives, you will be considered for job- based training to get a better understanding of the processes on the job and work floor. During this period your Monthly stipend will be **Rs.12,000** -/- Being a trainee you will not be eligible for statutory benefits available to regular employees. Post successful completion of **6 months** of job training, you will be offered a full-time Business Associate role at a CTC of **Rs.120,000 – 180,000/- p.a.** and an appointment letter will be issued to you.

By accepting this offer you agree that you:

- Intend to successfully complete the training program and stay in the position for a period of time equal to or greater than the length of the training program;
- Understand that lack of success at any stage of the training program, or lack of acceptance into the required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation payout (Stipend/ Salary); and
- You will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise.

Please bring the following documents at the beginning of your Training Session:

- A copy of the Birth Certificate
- A copy of the Matriculation Certificate & Under Graduation or Graduation Certificates
- A copy of Residential Proof (Driving License/Voter ID card, Passport, etc.)
- A Copy of Aadhar Card (Self and Family Members)
- Copy of PAN Card
- Passport Size Photos (4 No's)

Please ensure you bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training program.

Sincerely,
Praveenkumar
(HR)



ACCEPTANCE OF OFFER

I accept the offer on the terms and conditions outlined.

Signature: V. Nade

Name: V. NAGARAJAN

Date: 03.02.2024



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234511828/Chennai/BPS/BTN
Date:29/12/2023

Dear Ms. Narmadhai Em,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential
TCSL/DT20234511828

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India

Ph: +91 44 66161111 Fax 91 44 6616 4050 E-mail: corporate.offices@tcs.com, Website: <http://www.tcs.com>

Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20234511828/Chennai/BPS/BTN on 30/12/2023 (DD/MMM/YYYY).

Signature: E.M. Narmadhai

Name: E.M. NARMADHAI

Date: 30/12/2023

Private and Confidential
TCSL/DT20234511828

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, NITDA Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC034721



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : NAVIN V M

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - o Ration Card
 - o Passport
 - o Driving License
- Photocopy of ID Proof (Any One)
 - o Passport
 - o Driving License
 - o Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: NAVIN VM

Signature: V.N.M.

Date: 28.02.2024

2/17/24, 9:16 AM

Muthayammal College of Arts & Science Mail - Shortlists CF Muthayammal College Of Arts & since



placement@muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal College Of Arts & since

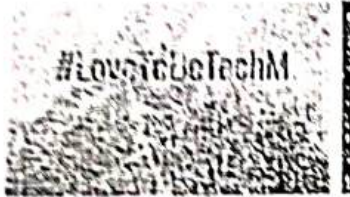
Visalakshi R4 <VR00896960@techmahindra.com>
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra- Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| Sl. No. | Roll No. | ATSD | Name | Contact No. | Gender | Education | Location | State | Category |
|---------|-----------|--------|-------------------|-------------|--------|------------------------|-------------|-----------|------------|
| 1 | 16-Feb-24 | 173558 | Praveen Swar R | 8344714871 | Female | B.Sc. Mathematics | Salem | TamilNadu | Visalakh R |
| 2 | 16-Feb-24 | 173557 | Somya S | 9626124930 | Female | B.Sc. Mathematics | Namakkal | TamilNadu | Visalakh R |
| 3 | 16-Feb-24 | 173572 | Jayash, K | 6369785590 | Female | B.Sc. Mathematics | Namakkal | TamilNadu | Visalakh R |
| 4 | 16-Feb-24 | 173544 | Saravani V | 7904000473 | Female | B.Sc. Mathematics | Salem | TamilNadu | Visalakh R |
| 5 | 16-Feb-24 | 173525 | Varsha P | 8667435104 | Female | BCA | Salem | TamilNadu | Visalakh R |
| 6 | 16-Feb-24 | 173569 | Prayashanki K | 9882497077 | Female | BCA | Namakkal | TamilNadu | Visalakh R |
| 7 | 16-Feb-24 | 173654 | Adhitha R | 7904559631 | Female | B.Com.CA | Salem | TamilNadu | Visalakh R |
| 8 | 16-Feb-24 | 173545 | Ushatha G | 9351156851 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakh R |
| 9 | 16-Feb-24 | 173639 | Prayashanki G | 8345837789 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakh R |
| 10 | 16-Feb-24 | 173534 | Sayitha R | 8122350510 | Female | B.Sc. Chemistry | Namakkal | TamilNadu | Visalakh R |
| 11 | 16-Feb-24 | 173556 | Prayashanki V | 9042532108 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakh R |
| 12 | 16-Feb-24 | 173582 | Kavyashree R | 8667711034 | Female | BCA | Namakkal | TamilNadu | Visalakh R |
| 13 | 16-Feb-24 | 173583 | Ragasyashanki G | 8778222383 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakh R |
| 14 | 16-Feb-24 | 173562 | Kowsika K | 739751449 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakh R |
| 15 | 16-Feb-24 | 173571 | Pragatheeshwari S | 6374220358 | Female | B.Com.CA | Namakkal | TamilNadu | Visalakh R |
| 16 | 16-Feb-24 | 173535 | Prayashanki S | 8428687993 | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakh R |
| 17 | 16-Feb-24 | 173543 | Mythila G | 9994356045 | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakh R |
| 18 | 16-Feb-24 | 173672 | Dharsan B | 7339453848 | Male | BCA | Namakkal | TamilNadu | Visalakh R |
| 19 | 16-Feb-24 | 173553 | Venkatesan J | 7603968183 | Male | BCA | Salem | TamilNadu | Visalakh R |
| 20 | 16-Feb-24 | 173544 | Chandru S | 9994490812 | Male | B.Com | Salem | TamilNadu | Visalakh R |
| 21 | 16-Feb-24 | 173596 | Chirukar S | 8635501593 | Male | B.Sc. Computer Science | Salem | TamilNadu | Visalakh R |
| 22 | 16-Feb-24 | 173623 | Vimal D | 8778603879 | Male | B.Sc. Computer Science | Salem | TamilNadu | Visalakh R |
| 23 | 16-Feb-24 | 173500 | Tamilvaran C | 630635232 | Male | BCA | Namakkal | TamilNadu | Visalakh R |
| 24 | 16-Feb-24 | 173552 | Vishnu S | 7010337190 | Male | BCA | Namakkal | TamilNadu | Visalakh R |
| 25 | 16-Feb-24 | 173559 | Gowtham P | 8144337990 | Male | B.Com | Kallalurchi | TamilNadu | Visalakh R |
| 26 | 16-Feb-24 | 173567 | Praveen S | 9360371014 | Male | B.Com | Thoothukudi | TamilNadu | Visalakh R |
| 27 | 16-Feb-24 | 173646 | Mukeshwaran G | 6385790551 | Male | B.Com.CA | Kallalurchi | TamilNadu | Visalakh R |
| 28 | 16-Feb-24 | 173618 | Nithin Abhishek M | 9566330078 | Male | B.Com | Krishnagin | TamilNadu | Visalakh R |
| 29 | 16-Feb-24 | 173688 | Saran R | 9344041859 | Male | BCA | Namakkal | TamilNadu | Visalakh R |
| 30 | 16-Feb-24 | 173735 | Praya M | 7695876886 | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakh R |
| 31 | 16-Feb-24 | 173680 | Sandhya M | 6369858313 | Female | BCA | Namakkal | TamilNadu | Visalakh R |
| 32 | 16-Feb-24 | 173768 | Mohavathini R | 9345279138 | Female | B.Sc. Physics | Namakkal | TamilNadu | Visalakh R |
| 33 | 16-Feb-24 | 173773 | Deepa S | 6382731938 | Female | M.Sc. Mathematics | Namakkal | TamilNadu | Visalakh R |
| 34 | 16-Feb-24 | 173824 | Janani Y | 9944691741 | Female | B.Com | Salem | TamilNadu | Visalakh R |
| 35 | 16-Feb-24 | 173771 | Santhiya S | 9361348164 | Female | B.Sc. Computer Science | Namakkal | TamilNadu | Visalakh R |
| 36 | 16-Feb-24 | 173788 | Divya M | 6285824958 | Female | M.Sc. Mathematics | Salem | TamilNadu | Visalakh R |

Appointment letter



Sar utha ko jiyo!

08/03/2024

☎: +916374220358

@: js7pragathi@gmail.com

MS. Pragatheeshwari Selvakumar

Welcome to HDFC Life!

We refer to your application for appointment as a Life Advisor with HDFC Life Insurance Company Ltd., (herein after referred to as "The Company", "HDFC Life", "We", "Us").

Your Consultant Code is 01633945.

Pursuant to you possessing the requisite qualifications as specified by Insurance Regulatory and Development Authority of India (hereinafter referred to as "IRDAI"), we welcome you as our respected Life Advisor for soliciting and procuring Life and Health Insurance business for the Company with effect from the date of this letter.

This appointment letter along with the terms and conditions of your appointment, accepted at the time of application ("Appointment Letter"), shall govern and apply to all transactions between you and HDFC Life. Additionally you shall also be bound by the relevant laws of India, provisions of the Insurance Act 1938, Insurance Regulatory and Development Authority of India Act, 1999 and the Rules and Regulations specified there under as amended from time to time.

HDFC Life will monitor your performance i.e The Minimum Business Guarantee((MBG) /Standard criteria for the Life Advisor to retain the appointment with the Company shall be a minimum of 1 no. of policy (NOP) sold or minimum of 5 renewal premiums collected during the relevant financial year OR such other Minimum Business Guarantee criteria as specified by the Company from time to time.

You can access our online portal that comes with the following features:

1. Privilege Zone
2. News updates
3. Commission statements
4. Policy login and conversion status

Visit www.hdfclife.com for details.

For any queries or clarification, please consult your Reporting Manager.

We wish you all the best in your new journey as a Life Advisor and we assure you of our support at all times.

For any further assistance, please feel free to contact us. We will be glad to help you.

Warm regards,

Authorised Signatory
HDFC Life

www.hdfclife.com



HDFC Life Insurance Company Limited. IRDAI Registration No. 101.

Communication Address: 11th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahataxmi, Mumbai - 400 011.

Regd. Office: 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg, Mahataxmi, Mumbai - 400 011.

CIN: L65110MH2000PLC128245



Identity Card



Name: Pragatheeshwari Selvakumar
Gender: FEMALE
Designation: Life Advisor
Agency Code: 01633945
Issued On: 08/03/2024
Address: D/O : Selvakumar, 3/17802),
BHARATHIYAR NAGAR,
KALIYANUR, Kaliyanur, Namakkal,
Tamil Nadu -638008
Phone No.: 6374220358

The holder of this card is authorised to sell our insurance products, as per our terms and conditions and shall abide by the code of conduct mandated by the Company.

Signature Of:

Authorised Signatory

HDFCLife

Registered Office of Insurer

HDFC Life Insurance Company Limited.

13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Road, Mahalaxmi, Mumbai 400 011.



Quess

Date : 09-MARCH-2024

LETTER OF INTENT

Dear : PRAPHIKSHA B

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client **Nokia Solutions and Networks India Private Ltd.** at **ORAGADAM.**

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One);
 - o Ration Card
 - o Passport
 - o Driving License
- Photocopy of ID Proof (Any One)
 - o Passport
 - o Driving License
 - o Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above mentioned terms and conditions.

Name: P. Prathisha • Signature: [Handwritten Signature] • Date: 23/2/2024

Quess Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesstcorp.com> | Contact No: 9976348050



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : RAJESHWARI S

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Qness Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: S. Rajeshwari Signature: [Handwritten Signature] Date: 23/02/2024



Date : 09-MARCH-2024

LETTER OF INTENT

Dear : PREETHA D

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

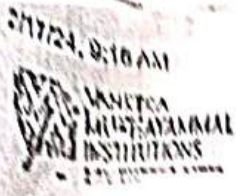
Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: D. Preetha Signature: D. Preetha Date: 23.2.2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quescorp.com> | Conduct No: 9976348050

2100017



Muthayammal College of Arts & Science Mail - Shortlists of Muthayammal College of Arts & Science

placement.muthayammal <placement@muthayammal.in>

Shortlists OF Muthayammal Collogo Of Arts & aince

1 message

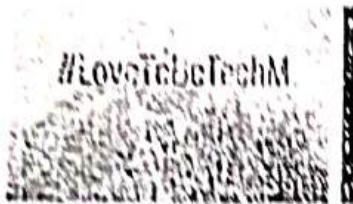
Visalakshi R4 <VI00896960@techmahindra.com>
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

Fri, Feb 16, 2024 at 5:18 PM

Hello Sir,

Kindly find shortlisted profiles for your kind perusal.

Regards,



Visalakshi R
9047123595 | RMO
Tech Mahindra- Chennai
vi00896960@TechMahindra.com
Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: 'Placement@muthayammal.in' <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,



Quess

Date : 22-MARCH-2024

LETTER OF INTENT

Dear : RAGUL K

Consequent to your interview, we are pleased to offer you a position of OPERATOR with Quess Corp Limited deputed at our client Nokia Solutions and Networks India Private Ltd. at ORAGADAM.

This assignment is purely contractual for one year from your confirmed Date of Joining.

As per the terms discussed, a formal Appointment Letter will be issued upon furnishing the details mentioned below:

- 1 Resume Copy
- 3 Passport Size Photographs
- Photocopy of Address Proof (Any One):
 - Ration Card
 - Passport
 - Driving License
- Photocopy of ID Proof (Any One)
 - Passport
 - Driving License
 - Voters ID Card
- Education Certificates
- Aadhar Card Copy
- Photocopy PAN Card Copy
- 2 References for reference check purpose.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With warm regards,

Authorized signatory

I hereby accept the above-mentioned terms and conditions.

Name: RAGUL K Signature: K. D. [Signature] Date: 22.03.2024

Quess Corp Limited (formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
magesh.s.1@gmail.com Contact No: 9976348050

23070116

2/17/24, 9:16 AM

Muthayammal College of Arts & Science (MCA) - Chennai, Tamil Nadu, India



5/

placement@muthayammal.ac.in

Shortlists OF Muthayammal College Of Arts & science

1 message

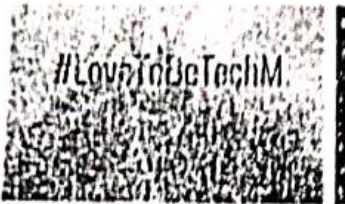
Visalakshi R4 <VR00896960@techmahindra.com>
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Cc: J Rajesh Rajan <JRajesh.Rajan@techmahindra.com>

FA, Feb 16, 2024, 2:22 PM

Hello Sir,

Kindly find shortlisted profiles for your kind perusal.

Regards,



Visalakshi R

9047123595 | RMG

Tech Mahindra - Chennai

vr00896960@TechMahindra.com

Visit us at <https://bps.techmahindra.com/>



From: Visalakshi R4
Sent: Friday, February 16, 2024 2:22 PM
To: "Placement@muthayammal.in" <Placement@muthayammal.in>
Subject: RE: Job Registration Link

Hi sir,

As discussed PFA.

Regards,

| | | | | | | | | | | | | | |
|----|----------|-------|------------------|------------|-----------------------|--------|-----------------------|---------|----------|-----------|---------|----------|----------|
| 37 | 12/12/24 | 13364 | Computer Science | 0400000000 | Computer Science | Male | B.Com | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 38 | 12/12/24 | 13316 | Maths | 0400000000 | Maths | Male | B.Com | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 39 | 12/12/24 | 13313 | Computer Science | 0400000000 | B.Sc Computer Science | Male | B.Sc Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 40 | 12/12/24 | 13308 | Computer Science | 0400000000 | B.Com CA | Male | B.Com CA | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 41 | 12/12/24 | 13303 | Computer Science | 0400000000 | B.Com CA | Male | B.Com CA | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 42 | 12/12/24 | 13302 | Computer Science | 0400000000 | B.Com CA | Male | B.Com CA | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 43 | 12/12/24 | 13301 | Computer Science | 0400000000 | Mathematics | Female | Mathematics | Salem | Familias | Vishakh M | Chennai | Domestic | Selected |
| 44 | 12/12/24 | 13291 | Computer Science | 0400000000 | B.Com CA | Male | B.Com CA | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 45 | 12/12/24 | 13282 | Computer Science | 0400000000 | B.Com CA | Male | B.Com CA | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 46 | 12/12/24 | 13281 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 47 | 12/12/24 | 13280 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 48 | 12/12/24 | 13279 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 49 | 12/12/24 | 13278 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 50 | 12/12/24 | 13277 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 51 | 12/12/24 | 13276 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 52 | 12/12/24 | 13275 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 53 | 12/12/24 | 13274 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |
| 54 | 12/12/24 | 13273 | Computer Science | 0400000000 | Computer Science | Male | Computer Science | Hamdani | Familias | Vishakh M | Chennai | Domestic | Selected |