



FATIMA COLLEGE

(Autonomous)

Affiliated to Madurai Kamaraj University
Re-Accredited with 'A++' by NAAC (Cycle - IV)
Mary Land, Madurai - 625018, Tamil Nadu

5.2.1 Number of outgoing students who got placement during the year 2022 - 2023



KANNAN ILAKKIYA
C/O
RADHA EXPORTS PTE LTD
118 PIONEER ROAD
RADHA EXPORTS BUILDING
SINGAPORE 639598

26 Sep 2023

Your application is approved

உங்கள் விண்ணப்பம் ஏற்றுக்கொள்ளப்பட்டது

Dear KANNAN ILAKKIYA

Your application for a Work Permit has been approved in-principle. This letter is proof of this and you can:

- Start work after your Work Permit has been issued.

Your employer must ask for your Work Permit card to be issued by 10 Oct 2023 or this approval will be withdrawn.

வேலை அனுமதிச்சீட்டுக்கான உங்கள் விண்ணப்பம் கொள்கை அளவில் ஏற்றுக்கொள்ளப்பட்டுள்ளது. அதற்கான சான்றே இந்தக் கடிதமாகும். மேலும், நீங்கள்:

- உங்களுடைய வேலை அனுமதிச்சீட்டு வழங்கப்பட்ட பிறகு வேலையைத் தொடங்க முடியும்

10 Oct 2023 -க்குள் வழங்கப்பட வேண்டிய உங்கள் வேலை அனுமதிச்சீட்டை உங்கள் முதலாளி கேட்டுப் பெற வேண்டும். இல்லையெனில் இந்த அனுமதி திரும்பப் பெறப்படும்.

Yours sincerely

Penny Han (Mrs)
Controller of Work Passes

NAME OF FOREIGN WORKER
KANNAN ILAKKIYA
WORK PERMIT NO.
0 39453894

What you need to do?
நீங்கள் என்ன செய்ய வேண்டும்?

Check your employment details on page 2.

பக்கம் 2-இல் வழங்கப்பட்டுள்ள உங்கள் வேலைவாய்ப்பு விவரங்களைச் சரிபார்க்கவும்.

The steps to receive your Work Permit card must be completed by 10 Oct 2023.

உங்கள் வேலை அனுமதிச்சீட்டைப் பெறுவதற்கான வழிமுறைகள் 10 Oct 2023 க்குள் நிறைவு செய்யப்பட வேண்டும்.

▲ IMPORTANT

- You must be fully vaccinated, based on the COVID-19 vaccination requirements (<https://www.mom.gov.sg/vac-reqmts>) in accordance with the following where applicable – the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of Foreign Manpower (Work Passes) Regulations 2012. If you fail to do so, we may take action against you, including cancelling this approval.

தற்போதைய நடைமுறையின்படி, சிங்கப்பூர் சுகாதார அமைச்சு (Ministry of Health) மற்றும் மனிதவள அமைச்சு (Ministry of Manpower) அல்லது வெளிநாட்டு மனிதவள வேலைவாய்ப்பு (வேலை அனுமதி) விதிமுறைகள் 2012 இல், கூறப்பட்டுள்ள ஒழுங்குமுறைக்கு இணங்க, கோவிட்-19 (Covid-19) தடுப்பூசி தேவைகளின் அடிப்படையில் (<https://www.mom.gov.sg/vac-reqmts>) நீங்கள் முழுமையாகத் தடுப்பூசி போட்டிருக்க வேண்டும். நீங்கள் அவ்வாறு செய்யத் தவறினால், இந்த ஒப்புதலை ரத்து செய்வது உட்பட உங்கள் மீது நாங்கள் நடவடிக்கை எடுக்கலாம்.



RADHA EXPORTS PTE LTD
118 PIONEER ROAD
RADHA EXPORTS BUILDING
SINGAPORE 639598

26 Sep 2023

Your application is approved

Dear Sir/Madam

We are pleased to inform you that KANNAN ILAKKIYA's Work Permit application has been approved in-principle.

The next page lists the steps you need to take for your worker to be issued a Work Permit card. Your worker can only start work after you have issued the Work Permit.

You must complete the steps on the next page by 10 Oct 2023. If you no longer wish to hire the worker, cancel the in-principle approval to stop the levy charges. If you do not take any action, we will eventually withdraw the approval, and levy will be charged till then.

Yours sincerely

Penny Han (Mrs)
Controller of Work Passes

NAME OF FOREIGN WORKER
KANNAN ILAKKIYA
WORK PERMIT NO.
0 39453894
PASSPORT NO.
V0653045
DATE OF APPLICATION
25 SEP 2023
CPF SUBMISSION NO
199500018C - PTE - 01
MONTHLY LEVY RATE
S\$300-\$800

▲ IMPORTANT

- You must comply with the conditions stated on this letter and the Employment of Foreign Manpower Act, including the conditions and regulatory conditions in the Employment of Foreign Manpower (Work Passes) Regulations 2012. MOM will take action on non-compliance. You can read the rules at www.mom.gov.sg
- You must inform and ensure your worker is fully vaccinated, based on the COVID-19 vaccination requirements (<https://www.mom.gov.sg/vac-reqmts>) in accordance with the following where applicable - the prevailing guidelines of the Singapore Ministry of Health and Ministry of Manpower, or the Employment of Foreign Manpower (Work Passes) Regulations 2012. If you fail to do so, we may take action against you, including cancelling this approval.



JOB OFFER LETTER

October 19, 2023

Ms. Vijayalekshmi Selvam

Dubai, United Arab Emirates

Dear Vijayalekshmi,

On behalf of Prime Logistics Fzco, we are pleased to offer you the position of **Import/Export Executive**. You will be reporting directly to the Operations Manager starting on 20 October 2023.

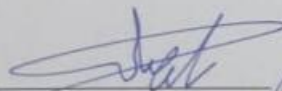
Your new compensation package includes the following:

- Monthly Salary of 2,500 all-in AED which is paid at the end of each month
- 30 days yearly paid vacation as per UAE labor law
- Round trip ticket after the completion of 2 years (Max. AED2,000)
- Medical Insurance
- Working Visa sponsorship by the company


The offer is a Limited Contract, which is renewable after two (2) years subject to a quarterly performance evaluation. The first six (6) months will be your probationary period.

We are delighted to extend this offer to join and be part of Prime Logistics family. If you are in agreement with this offer, please sign on the space below and return an original copy to confirm your understanding and acceptance to this offer. The other original shall keep for your file.

Prime Logistics Fzco


Nasser Mohammed Alajmi
CEO




Vijayalekshmi Selvam



Name : VIJAYALEKSHMI SELVAM SELVAM v

الاسم : فيجالالكشمي سيلفام سيلفام ف

Nationality : India

الجنسية : الهند

Job Title : Operations Assistant

المسمى الوظيفي : مساعد العمليات

Issue Date : 30/10/2023

تاريخ الإصدار : ٢٠٢٣/١٠/٣٠

Expiry Date : 29/10/2025

تاريخ الانتهاء : ٢٠٢٥/١٠/٢٩

Company : Prime Logistics FZCO

الشركة : برايم لوجستكس فز م ح



**TAMILNADU RURAL TRANSFORMATION PROJECT
VAAZHNDHU KAATTUVOM PROJECT**

**5th Floor, SIDCO Corporate Office Building,
Thiru.Vi.Ka. Industrial Estate, Guindy, Chennai – 600 032.**

**PROCEEDINGS OF THE CHIEF EXECUTIVE OFFICER,
TNRTP / VKP, CHENNAI -32.
PRESENT: TMT.S.DIVYADHARSHINI, I.A.S.**

Roc.No. 4810/A1/VKP/2022,

Dated : 31.10.2023.

APPOINTMENT ORDER

We are pleased to inform that you, **Ms.K.RAGATHARINI** have been selected for the position of **Young Professional** for TamilNadu Rural Transformation Project [TNRTP] / Vaazhndhu Kaattuvom Project [VKP] on contract basis.

The assignment is offered to you on a contract basis for a period of one year from the date of your joining in the allotted location. You will serve as Young Professional, TNRTP / VKP and will report to the Chief Executive Officer, TNRTP / VKP.

The other terms and conditions are:-

1. Indicative work location and conduct of the work:

The Young Professional has to work in the TNRTP / VKP, District Project Management Unit (DPMU), **KRISHNAGIRI** District.

2. Duration of Engagement:

Initially, the engagement is for a period of one year from the date of your joining in the allotted location and would be extended based on the performance.

3. Scope of Work

Broadly the scope of work will include:

- Collection of data (Primary & Secondary)
 - Analysis of the data and providing analytical reports.
-
- Research for identification of the feasible enterprises.
 - Making presentation in appropriate forum as and when required and documenting the entire project.
 - Assisting DEOs in facilitating enterprise formation and development.
 - Organizing discussions with experts in areas like, development sector, environment, economic empowerment and mobilization. The list given is not exhaustive and feasible fields of expertise as envisaged by the DEO should be covered.
 - Involve in identifying "Innovation" across different farms & Non-farms sectors.
 - Identify the "Special initiatives" in skilling components.
 - To assist DEO in collecting data analysis & reporting with respect to Banking/finance.

4. Remuneration:

You will be paid a consolidated pay of **Rs.45,000/- (Rupees Forty Five Thousand only)** per month based on performance, which will be subjected to assessment by the Chief

**Provisional Offer Letter – HDFC Bank
“Future Bankers Program – 2.0”**

16-Dec-23

**Name: Madhumitha B
Contact No: 9360311693
E-mail ID: madhumithasince2002@gmail.com
Address: 43,pottramari nagar, vilangudi ,balamurugan kovil**

Dear Madhumitha B,

Further to the selection process you have undergone with HDFC Bank, we are pleased to make a conditional offer to you as part of the **HDFC Bank Future Bankers Program – 2.0 (hereafter referred to as “HFBP 2.0”)**. This is only a provisional offer letter, and any offer for employment is subject to fulfillment of any and all conditions laid out below, failing which this provisional offer stands withdrawn.

1) Program Details:

HFBP 2.0 is a one (1) year, training program offered through Manipal Global Academy of BFSI ('Institute'), at its Bengaluru campus, enrolling into a Post Graduate Diploma program in Sales and Relationship Banking ('PGD'). On successful completion of the training program and corresponding evaluations, a Post Graduate Diploma Certificate (PGD) will be awarded by Manipal Academy of Higher Education (a Deemed to be University under sec 3 of the UGC Act, 1956) hereafter referred to as “MAHE”).

The training program will involve a 04-months residential classroom learning period at the Institute in Bangalore, followed by 02-months internship and concluded with 06-months on-the-job training, in any of the HDFC Bank branches, as required by HDFC Bank.

Program Stipend:

For the duration of the training program, you are eligible for a monthly stipend as follows, which will be paid by HDFC Bank to you:

- (i) First 04-months (classroom learning) – Rs. 5,000/- per month
- (ii) Next 02-months (internship) – Rs. 10,000/- per month
- (iii) Final 06-months (On the job training-OJT)- Rs. 24000/- to Rs. 26000/- per month

Program Fees:

The Institute will charge a program fee of Rs. 2,57,000 incl. of taxes for this training program and the terms thereof shall be between you and the Institute as per the terms of code of conduct entered with the Institute.

On receipt of this provisional offer letter, you are required to make the payment of aforesaid program fee to the Institute as per the payment schedule outlined by the institute and indicated below.

- Term wise course fee details with GST component

Particulars	Fees	GST @ 18%	Total fees
Term 1 fees	1,00,000	18,000	1,18,000
Term 2 fees	1,00,000	18,000	1,18,000
Samsung Tablet fees	16,525	2,975	19,500
Health Insurance	1,271	229	1,500
Total Fees	2,17,796	39,204	2,57,000

- Instalment breakup

Particulars	Fee	GST	Total	Payment Schedule
Instalment 1	1,17,796	21,204	1,39,000	In advance on or before the commencement of the program
Instalment 2	1,00,000	18,000	1,18,000	Beginning of 3rd month of the program
Total Fee	2,17,796	39,204	2,57,000	

This program fee amount includes and is limited to tuition fee, course material, cost of tablet, boarding and lodging for the first four (04) months on campus classroom learning period.

HDFC Bank shall not be paying for/reimbursing the travel cost of candidates from your residence to the Institute at the time of program commencement, boarding/lodging beyond first 04-month classroom learning period or during the internship and OJT at the branches of HDFC Bank or any other expenditure incurred by the candidate during his/her stay at the Institute campus at Bengaluru.

Please note that this program fee is paid towards the HDFC Bank Future Bankers Program - 2.0 by the candidate to Manipal Global Education Services Pvt Ltd, and not to HDFC Bank. The candidate may choose to pay this fee directly to the Institute, or apply for an education loan.



MANO DESIGNERS

LIC COLONY 2ND STREET,
MEENAMBALPURAM,
MADURAI - 625 014.
GSTN: 33CTGPM0432B1ZD

AR.M.MANIRAJ M.ARCH,
PH: 9944742810.

1st August 2023
Madurai

Dear M.Mahalakshmi,

The management team of Mano Designers is glad to offer you the role of Web Designer.

As a Web Designer your job profile primarily will be to Design engaging and responsive landing pages, Integrate client CMS programs and data feeds into websites , Optimize sites for high speed and scalability, Ensure employing industry and design best practices through website build processes. Verify website look and feel through testing .Ensure website's functionality and stability across devices.Brainstorm with the design and marketing team and come up with creative ideas. Provide internal support and customer services during the building and launch process of the website.

All the staff members at Mano Designers are glad to welcome you on board.

Best wishes.

Yours Sincerely

Ar.M.Maniraj M.Arch,
Proprietor,
Mano Designers.



VAISHNAVI I

16211

ramco

Shia#sh

Focus on Deliverables



NAME: M.DHARANI

INTERN ID : SISPLINT2066

POSITION : MACHINE LEARNING-INTERN



EMPLOYEE

(Resident)



Dharani Priya Sakthivel

Date of Joining :

05 Jun 2023



09-03-2023

To,

Sathya Priya B

Madurai

Dear Sathya Priya,

Greetings!

We are pleased to offer you the position of **Trainee Developer** in BSETEC at **Madurai**. You are expected to join us on **08-05-2023**.

Your Annual CTC will be **Rs. 1,80,000/-** (Rupees One Lakh Eighty Thousand Per Annum) Only.

A notice period of sixty days should be served for resigning from the company, subject to the approval of your reporting manager.

You are asked to submit the following on the day of joining:

1. Profile (duly filled in)
2. Certificates regarding educational qualification
3. Copy of Offer Letter
4. Photocopy of Permanent Account Number (PAN) card
5. Detailed Resume & Photos [4 Passport size]
6. Photocopy of Aadhar Card

Of the previous employment(s):

8. Relieving Order
9. Last 3-month Salary Slip
10. Form 16 (If Applicable)

You will be expected to sign a separate contract of employment, which will include a non- disclosure agreement.

Note: This offer letter is valid only for a month, if there is any delay in Joining within the stipulated date, it will be considered as void.

Please acknowledge copy of this letter, indicating the acceptance of the contents and send a reply mail to us.

We ensure that you have a fantastic chance to learn a lot, both in terms of technology and personality, in our BseTec and we are confident you will be able to make significant contribution to the success of company and look forward to work with you.

We wish you a bright career with BSEtec!!

For Bricksteel Enterprises Infotech Pvt Ltd



D. Karthikeyan
Head – Administration
+91 96777 17034
karthik@bsetec.com





VELAMMAL NEWGEN SCHOOL

"Olympia Opaline",
Rajiv Gandhi Salai, OMR,
Navalur, Chennai 603103.
Mobile : 8939826509

31st October 2023

To,
Ms.Sofiya
Jothi Hostel, 4th Branch,
Pillayar Kovil Street
Navalur,
Chennai -603119.

LETTER OF INTENT

Dear Ms.Sofia,

We are delighted to offer the position of the **Primary-English** for Velammal New School - Navalur, in our Velammal Newgen Edu. Network.

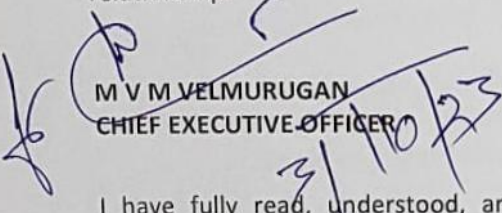
You are kindly advised to join on or before **3rd November 2023** in the pay scale of **Rs. 23,000/-** per month (Whereas Rs. 1,600/- will be retained towards the minimum service guarantee deposit) payable at the end of the one year subject to performance.

- It is hereby stated and expected of you to attend the Velammal Teaching Faculty Training Program for a period of 3 – 6 months.
- On successful completion of the said training, you will be placed as Apprentice Teacher for a period of 3 months.
- You will be regularized based on the outcome of your appraisal at the end of 12 months.
- A portion of your cited remuneration (minimum service guarantee deposit) will be retained for the first 12 months. This will be dispersed at the time of regularizing your appointment.
- This Contract shall be terminated by either party, by giving three months written notice or remitting of three month's salary in lieu of the said notice period.
- **Force Majeure Clause** - Employer shall not be held responsible for the disruption in the normal function of the office of the employee, delay or deferment or reduction or

- cancellation of remuneration, truncation or cancellation of permitted paid and unpaid leave, stall promotions, change the nature of appointment, close down an existing office of an employee and keep up the commitment of the terms and conditions of this appointment for causes beyond reasonable control, including, not limited to acts of God; strikes or other labor disturbances: acts of terrorism; riot; epidemics; pandemic; floods; fires; storm; earth quake; tsunami; volcanic eruption; or other similar contingencies.
- Further you will be governed by the terms and conditions of appointment of Velammal Group of Schools/Companies in existence and that may be amended from time to time.
- In the event of your laying down office in the middle of a term, the notice period clause is applicable. However if the notice period falls short from the end of the term your notice period will be automatically be the last day of the ensuing term.
- You may be relieved from the services of Velammal Group of Schools/Companies if the management is unable to continue your services for whatever the reasons are is entitled to do so without assigning/stating the reasons to you.

Please confirm your acceptance by signing and returning the photocopy of this letter of appointment.

On behalf of the management and associates of Velammal Group of Schools/Companies I take this opportunity to welcome you to our team and look forward to a mutually rewarding relationship.


M V M VELMURUGAN
CHIEF EXECUTIVE OFFICER

I have fully read, understood, and accepted the terms and conditions of this letter of employment...

I have joined duty on 03/11/23.

S. Sotiya...

Signature of the employee

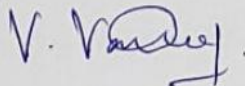
Name: S. SOTIYA

Place: CHENNAI

Date: 03/11/23

Received Original Certificates

1. SSLC - 6296406
2. HSC - 13140420
3. B.A. English - 40300018



3/11/23

புதுக்கோட்டை செயற் பொறியாளர் (வே.பொ) அவர்களின் செயல்முறை ஆணைகள்
முன்னிலை: திரு.வ.செல்வம், பி.இ (விவ),

செ.மு.ஆ.எண்.அ/3752 /2023

நாள்: 16.11.2023

பொருள்	நியமனம் - தமிழ்நாடு அமைச்சுப் பணி - தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையம் தொகுதி IV ல் அடங்கிய பணிகள் - 24.07.2022 அன்று நடத்தப்பட்ட நேரடி போட்டித் தேர்வு (Notification No. 07/2022, நாள் 30.03.2022) வாயிலாக சுருக்கெழுத்து தட்டச்சர் (தரம் III) பதவிக்கு தேர்வு செய்யப்பட்டு வேளாண்மைத் துறைக்கு ஒதுக்கீடு செய்யப்பட்டவர்கள் பணி நியமனம் வழங்கும் பொருட்டு ஒதுக்கீடு செய்து ஆணையிடப்பட்டது - பணி நியமனம் வழங்குதல் - தொடர்பாக.
பார்வை	<ol style="list-style-type: none"> 1. செயலர், தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையத்தின் சென்னை -3 கடித எண். 2523/PSD - C 1/2023 நாள் 04.10.2023 2. சென்னை, வேளாண்மை ஆணையர் அலுவலக, வேளாண்மை கூடுதல் இயக்குநர் (P&M) அவர்களின் செயல்முறை ஆணை எண். OPS 3/117890/2023 நாள் 30.10.2023 3. சென்னை, தலைமைப் பொறியாளர் (வே.பொ) அவர்களின் செயல்முறை ஆணை எண் அப2/44079/2023 நாள் 03.11.2023

ஆணை:

தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையத்தினால் 24.07.2022 அன்று நடைபெற்ற (Notification No.07/2022 நாள் 30.03.2022) நேரடி போட்டி தேர்வின் மூலம் தற்காலிகமாக தெரிந்தெடுக்கப்பட்டு (Selected Provisionally) பார்வை 1 ல் காணும் கடிதம் மூலம் வேளாண்மைத் துறைக்கு ஒதுக்கீடு செய்யப்பட்ட கீழ்க்கண்ட விண்ணப்பதாரர் தமிழ்நாடு அமைச்சுப் பணியின் கீழ் வேளாண்மைத்துறையில் சுருக்கெழுத்து தட்டச்சர் (தரம் III) ரூ. 20,600-75,900 (Level 10) என்ற ஊதிய விகிதத்தில் (தகுதியான இதர படிக்கூடன்) தனியர் பணியில் சேரும் முன்பு உடற்தகுதி சான்றினை சமர்ப்பிக்க வேண்டும் என்ற நிபந்தனையுடன் சுருக்கெழுத்து தட்டச்சர் (தரம் III) தற்காலிக அடிப்படையில் காலிப்பணியிடத்தில் பணி நியமனம் வழங்கும் பொருட்டு வேளாண்மைப் பொறியியல் துறைக்கு பார்வை 2 ல் காணும் செயல்முறை ஆணை மூலம் ஒதுக்கீடு செய்து ஆணை வழங்கப்பட்டு அதன் தொடர்ச்சியாக பார்வை 3 ல் காணும் செயல்முறை ஆணையில் பணி நியமனம் செய்யும் பொருட்டு இவ்வலுவலகத்திற்கு ஒதுக்கீடு செய்யப்பட்ட தன் அடிப்படையில் இவ்வலுவலகத்தில் காலியாக உள்ள சுருக்கெழுத்து தட்டச்சர் (தரம் III) பணியிடத்திற்கு நியமனம் வழங்கி ஆணையிடப்படுகிறது.

தமிழ்நாடு தேர்வாணையம் வரிசை எண்	இனம்	தேர்வு செய்யப்பட்டவர் பெயர் மற்றும் முகவரி	பிறந்த தேதி	கல்வித் தகுதி	பணி நியமனம் செய்யப்படும் அலுவலகம்
6	BC	1006014125 SHALINI R K, 4/173 A 7 th STREET. TTC NAGAR. LAKE AREA, UTHANGUDI, MADURAI DISTRICT Pin code No. 625 107.	07.04.2001	B.A TYT:SG,TYE:SG SHT:SG; SHE:SG	செயற்பொறியாளர் (வே.பொ) அலுவலகம், புதுக்கோட்டை. (இவ்வலுவலகம்)

மேற்கண்டவாறு பணி நியமனம் செய்யப்பட்ட விண்ணப்பதாரர் பணியேற்கும் சமயம் தங்களது வேலைவாய்ப்பு அலுவலக பதிவு அட்டை, பிறந்த தேதி, வயது சான்று, சாதிச் சான்று, கல்வித்தகுதி சான்று, புகைப்படம் மற்றும் மருத்துவரின் உடற் தகுதிச் சான்று ஆகியவற்றை சமர்ப்பிக்க அறிவுறுத்தப்படுகிறது.

மேற்கண்டவாறு பணி நியமனம் வழங்கப்பட்டுள்ள விண்ணப்பதாரர் பணி நியமன ஆணை கிடைக்கப்பெற்றதும் 15 நாட்களுக்குள் பணியில் சேர அறிவுறுத்தப்படுகிறார். பணியில் சேர மேற்குறிப்பிட்ட கால அவகாசம் குறித்து விண்ணப்பதாரரிடமிருந்து எவ்வித முறையீடும் ஏற்கப்பட மாட்டாது. மேலும் குறிப்பிட்ட காலக் கெடுவிற்குள் பணியேற்காத விண்ணப்பதாரரின் பெயர் தெரிவுப் பட்டியலிருந்து நீக்கம் செய்ய பரிந்துரைக்கப்படும் என தெரிவித்துக் கொள்ளப்படுகிறது.

மேலும் அரசுப் பணியாளர் நன்னடத்தை விதிகள் 1973 விதி 7 துணை விதி 3 ன் படி மேற்கண்ட விண்ணப்பதாரர் பணியேற்ற மூன்று மாதத்திற்குள் சொத்து விபர அறிக்கையினை தவறாது சமர்ப்பிக்க வேண்டும்.


செயற்பொறியாளர் (வே.பொ)
புதுக்கோட்டை.

16/11/2023

பெறுநர்

✓ 1006014125 SHALINI R K, 4/173 A 7th STREET. TTC NAGAR. LAKE AREA, UTHANGUDI, MADURAI DISTRICT Pin code No. 625 107.

நகல்: வேளாண்மை இணை இயக்குநர். புதுக்கோட்டை அவர்களுக்கு தகவலுக்காக பணிந்தனுப்பப்படுகிறது.

நகல்: கண்காணிப்புப் பொறியாளர் (வே.பொ) திருச்சி அவர்களுக்கு தகவலுக்காக பணிந்தனுப்பப்படுகிறது.

நகல்: தலைமைப் பொறியாளர் (வே.பொ) சென்னை அவர்களுக்கு தகவலுக்காக பணிந்தனுப்பப்படுகிறது.

நகல்: சென்னை, வேளாண்மை ஆணையர் அவர்களுக்கு தகவலுக்காக பணிந்தனுப்பப்படுகிறது, (OPS 3 பிரிவு)

நகல்: இருப்பு கோப்பு.
உபரி - 2

Date -13th December, 2023

To,
The Branch Manager,
HDFC Bank,
MADURAI (KK NAGAR)

Dear Sir/Madam,

This is to state that **Ms. Kavibharathi Pandi** Employee Code: **62069** employed with HDFC Sales from **01-12-2023** and is located at **MADURAI (KK NAGAR)** The Company Code of HDFC Sales is **H0711**.

This letter is being issued to open a salary account with your bank.

Yours truly,

For HDFC SALES,


Authorized Signatory
Jothi S Mani
Manager - HR



HDFC Sales Pvt. Ltd.

A group company of HDFC Bank Ltd.

Wing A/4th Floor, HDFC HOUSE, H T Parekh Marg, 165, 166, Back Bay Reclamation,
Churchgate, Mumbai - 400 020 | Tel: +91 22 61552400
Email: response@hdfcsales.com | Website: www.hdfcsales.com
CIN: U65920MH2004PTC144182

30 November, 2023

Ms. Kavibharathi Pandi
66a Poondhamalli Nagar Main Road
Sellur Madurai North
Tamil Nadu
Madurai
Tamilnadu_Madurai - 625002

Dear Ms. Pandi,

With reference to your application and the subsequent interviews you had with us, we are pleased to appoint you in HDFC Sales Pvt. Ltd. on the following terms and conditions:

1. You will be placed in Grade "GT" and will be designated as "Customer Care - Trainee".

2. Annual Compensation :

In lieu of the Services rendered by you in terms of this Agreement, your total salary CTC will be.
Rs. 245,832.00 per annum (Refer Annexure 1 for Salary Break - up).

3. Probation Period :

You shall be confirmed after having completed your probation period of 6 months unless otherwise extended or terminated in writing

4. Statutory Benefits :

(a) Gratuity:

You shall be entitled to payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972 and the rules applicable there under. [Gratuity shall be paid only on separation/retirement of your employment and on your having completed 5 (five) years of continuous employment with the Company at the rate of half month's salary for every completed year of service or part thereof in excess of six months. For the purpose of this clause, salary shall be the basic salary last drawn by you.

(b) Provident Fund:

You shall be covered under the Provident Fund scheme, in accordance with the provisions of Provident Fund scheme as applicable and the rules applicable as amended from time to time.

(c) Employee State Insurance Scheme:

You shall be covered under the Employee State Insurance Scheme if applicable to you, in accordance with the provisions of the Employees State Insurance Scheme as applicable and the rules applicable as amended from time to time.

5. Welfare Activities :

(a) Medical Insurance Scheme:

All employees are covered from the date of joining under the Medical Insurance Scheme. This scheme provides an Insurance cover for hospitalization treatment for the employee to the extent covered.

HDFC Sales Pvt. Ltd.

A group company of HDFC Bank Ltd.

Wing A/4th Floor, HDFC HOUSE, H T Parekh Marg, 165, 166, BackBay Reclamation,
Churchgate, Mumbai - 400 020 | Tel: +91 22 61552400
Email: response@hdfcsales.com | Website: www.hdfcsales.com
CIN: U65920MH2004PTC144182



**ANNE GLADYS
XAVIER**

IN037463366011223

Emergency No : 1800 267 4001

Rev. Dr. A.ANTONY SAMY, S.J.

M.Sc., Ph.D.,

Secretary



ARUL ANANDAR COLLEGE

(AUTONOMOUS)

Karumathur - 625 514.

Madurai Dt. Tamil Nadu.

APPOINTMENT ORDER

You are appointed Assistant Professor (Management) in the Department of Food Science and Technology (Self-Financed Course) with effect from 19.06.2023. The appointment is on a temporary basis and you are subject to all terms and conditions of service under the management category governed by the Jesuit Management of Arul Anandar College.

You will be given a salary of consolidated pay for TEN months only.

19.06.2023




SECRETARY

To

Ms. M. DEVAYANI

Assistant Professor
Department of FS&T
Arul Anandar College
Karumathur, Madurai.

I have perused the Terms & Conditions of Employment.
I accept and undertake to abide by the same.

(M. DEVAYANI)

Mobile : 78452 15901

Email : antonysamy.fr@gmail.com, Website : www.aactni.edu.in

THE GANDHIGRAM RURAL INSTITUTE (DEEMED TO BE UNIVERSITY)

Gandhigram – 624 302, Dindigul, Tamil Nadu, India

Ministry of Education, Government of India

Accredited by NAAC 'A' Grade (3rd Cycle)

DEPARTMENT OF HOME SCIENCE

Dr. K.S. PUSHPA

Professor and Head

Email: kspushpasarma@yahoo.com

Phone No: 9443293827



Phone No : 0451-2452371

Extn : 2106

Website : www.ruraluniv.ac.in

Email : hsc@ruraluniv.ac.in

Ref: GRI/HSC/2023-24/

267 DL

Date: 02.10.2023

APPOINTMENT ORDER

Sub: Department of Home Science – Ms. M.SUBHASHINI – Appointment –
Teaching Assistant- order issued-reg.

Ref: Estt.2/GPT/2023-24/995 dated: 29.09.2023

With reference cited above, the GRI authorities have permitted the undersigned to engage the services of **Ms. M.SUBHASHINI** as Teaching Assistant, on a salary of Rs.800/- per lecture (90 minutes) to a maximum of **Rs.20,000/- per month** with effect from 03.10.2023 to 30.06.2024 or filling up of vacant posts whichever is earlier.

Your Services as Teaching Assistant are liable to be terminated at any time without any prior notice and without assigning any reasons whatsoever.

You will have no right of appointment either to this post or any other post in this Institute by virtue of this temporary appointment.

K.S. Pushpa
(K.S. PUSHPA) 02/10/2023

HEAD

DEPARTMENT OF HOME SCIENCE
THE GANDHIGRAM RURAL INSTITUTE
(DEEMED TO BE UNIVERSITY)
GANDHIGRAM - 624 302.
DINDIGUL (DT.), TAMIL NADU

To

Ms. M.SUBHASHINI,

4/66 A, Immanvale 2nd Street

L.G Nagar, Nagamalai Pudukottai

Madurai-625019

Cc: 1. The Registrar, GRI (Establishment & Finance Section)

2. File

Offer Acceptance Form



I, Mr /Ms. **K. Harshitha** from **Fatima College, Madurai** accept the below offer & role extended to me by HCL Technologies Ltd.

LOB	Role offered	CTC Offered	Band	Sub-band
Enabling	Graduate Trainee	2.4 LPA	E1	E1.1

With this offer acceptance, I also confirm;

- I have/applied for Passport and Pan Card.
- My Percentage is 80.20 till 2023 semester and there are no backlogs
- I understand and accept that my offer stands revoked if my overall CGPA/Percentage reduces from 60% after final semester results or there are any backlogs at the time of date of joining.
- I understand that my joining at HCL is subject to BGV (Background Verification) Clearance.
- It can be completely Work from Office or Hybrid basis the project requirement.
- I Agree, I am comfortable locating at Madurai location (Yes/No)

Signature of the candidate: K. Harshitha

Name of the candidate: K. HARSHITHA

Confidential

Recruiter's Comments (If any)

Recruiter's Signature: _____

Recruiter's Name and E-code _____



CONSULTANT AGREEMENT

Date: 19/08/2023

Kavyasri K K
3/124, LKT, Nagar 8th Street, Opp Velammal Engg
College, S Puliyanikulam, Madurai, Tamil
Nadu, 625201, India

Dear Kavyasri K K,

With reference to the discussions we had with you, the management is pleased to appoint you as **Consultant- Clinical Nutritionist** for **Thane** for **Grade C1 - Consultant**. location, office of Health care At Home India Pvt. Ltd. on the following terms and conditions

1. You agree that the Services are not exhaustive, and the provision of such incidental services shall be deemed to form part of the Services included in the fee payable under this agreement.
2. Your retainerhip will be with effect from **22/08/2023**, unless terminated in writing by either the Company or you. Your service is extendable for another term as agreed by management based on your performance. However, the Company reserves right to terminate this Agreement owing to any misconduct or breach/negligence by you while performing Services under this Agreement.
3. You will be paid retainerhip fee of **Rs. 240000.00 Two Lakh Forty Thousand Only Per annum**. This is subject to such deduction of tax as is warranted under the applicable local laws from time to time including TDS if any. You will provide your PAN details to the company for deduction of tax at source. In absence of PAN details, Company shall be authorized to deduct tax at source @ 20% (which is 10 % in case of PAN details). Prevailing rates shall be updated as per change in law.
4. Please note that you will not be entitled to any other benefits and /or allowances as applicable to normal employees of the company other than your retainerhip fee as per Clause 3.
5. You will be assigned zone [5] for rendering services as per Company's business requirement. Company reserves its rights to make any type of changes in assigning zones anytime at its sole discretion. Further, Company is authorized to assign Services of out of zone also to the Consultant and Consultant agrees to render the same in the similar manner as of in-zone service.

Communication Address: Health Care at Home India Pvt. Ltd., First Floor, Tower-A, South Side, Club-125, Sector- 125, Noida, Gautam Buddha Nagar, Uttar Pradesh-201301 **Registered Office:** Health Care at Home India Pvt Ltd., 4th Floor, Punjabi Bhawan, 10-Rouse Avenue, New Delhi - 110002 **CIN:** U85190DL2012PTC242876 | **Toll Free:** 1800-102-4224 | **www.hcah.in**



TAMIL NADU PUBLIC SERVICE COMMISSION

Memorandum No.453/PSD-B1/2022, Dated:25.07.2023



KARTHIKA LAKSHMI G
05/03/2022

Sub : Recruitment (Direct) – Posts of Village Administrative Officer / Junior Assistant (Non-Security) / Junior Assistant (Security) / Bill Collector, Grade-I / Bill Collector / Field Assistant / Store Keeper included in Group IV Services (Notification No.07/2022, dated 30.03.2022) - Regarding.

The Commission is happy to inform Thiru./Tmt./Selvi. **KARTHIKA LAKSHMI G** (Reg.No. 1005080200) (Rank No 2250) that he/she has been selected provisionally for appointment by direct recruitment to the post of **JUNIOR ASSISTANT, CO-OPERATIVE AUDIT DEPARTMENT**

2. The Appointing Authority to the said post is
THE DIRECTOR,
COOPERATIVE AUDIT DEPARTMENT,
DIRECTORATE OF CO-OPERATIVE AUDIT, INTEGRATED COMPLEX FOR FINANCE
DEPARTMENT, 2ND FLOOR, NO.571, ANNA SALAI, NANDANAM
CHENNAI - 600 035.

3. He/She may await further communication from the Appointing Authority with regard to production of certificate of Physical fitness and order of appointment.

4. The selection of the candidate is purely provisional, subject to the outcome of the cases relating to this recruitment pending before the Hon'ble High Court/Supreme Court.

To:

Thiru / Tmt / Selvi.

KARTHIKA LAKSHMI G,

9/5 THIRUVAPPUDAIYAR

KOVIL

MUDHALIYAR 3RD STREET,

SELLUR,

MADURAI NORTH,

MADURAI,

TAMIL NADU-625002.

(D. VENKATESAN)
UNDER SECRETARY



கூட்டுறவு தணிக்கை கூடுதல் இயக்குநர், இணை இயக்குநர் (முழுக் கூடுதல் பொறுப்பு)
திருநெல்வேலி மண்டலம், திருநெல்வேலி அவர்களின் செயல்முறை ஆணை

முன்னிலை - திருமதி.ந.சி.சாரதா, எம்.ஏ., எம்.பி.,
கூட்டுறவு தணிக்கை கூடுதல் இயக்குநர்
இணை இயக்குநர் (முழுக் கூடுதல் பொறுப்பு)
திருநெல்வேலி மண்டலம், திருநெல்வேலி.

ந.க.எண்.5780/2023/அப

நாள். 14.11.2023.

பொருள் பணிக்குழு - நேரடி நியமனம் - தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையக் குழுவின் CCSE IV (Group IV) (2019-2020 முதல் 2022-2023 வரை) தேர்வு செய்த இளநிலை உதவியாளர்கள் கூட்டுறவு தணிக்கை துறைக்கு ஒதுக்கீடு செய்யப்பட்ட செல்வி.க.கார்த்திகாலெட்சுமி - இளநிலை உதவியாளராக நியமனம் செய்து ஆணை வழங்குதல் - தொடர்பாக.

- பார்வை 1. தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையக் கடிதம் ந.க.1934/PSD-B1/2023, நாள்.10.08.2023.
2. கூட்டுறவு தணிக்கை இயக்குநர் சென்னை அவர்களின் செயல்முறை ஆணை ந.க.எண்.12354/2023/அபஅ.2(6), நாள்.08.11.2023.

ஆணை

தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையக் குழுவின் CCSE IV (Group IV) (2019-2020 முதல் 2022-2023 வரை) தேர்வு செய்த இளநிலை உதவியாளர்கள் கூட்டுறவு தணிக்கை துறைக்கு பார்வை 1ல் காணும் தேர்வாணையக் கடிதத்தின் படி தேர்வு செய்யப்பட்டு பார்வை 2ல் காணும் இயக்குநர் அவர்களின் செயல்முறை ஆணையின் படி கூட்டுறவு தணிக்கை இணை இயக்குநர் திருநெல்வேலி மண்டல அலுவலகத்தில் காலப்பாக உள்ள இளநிலை உதவியாளர் பணியிடத்திற்கு ஒதுக்கீடு செய்யப்பட்ட செல்வி.க.கார்த்திகாலெட்சுமி, 9/5, திருவார்புடையார் கோவில் முதலியார் 3வது தெரு. செல்லூர், மதுரை மாவட்டம் - 625 002, என்பவருக்கு தமிழ்நாடு அமைச்சுப்பணி இளநிலை உதவியாளர் பதவியில் தமிழ்நாடு திருந்திய ஊதிய விதிகள் 2017ன் கீழ் ரூ.19,500 - ரூ.2,000 (நிலை 8) என்ற ஊதிய விகிதத்தில் தற்காலிகமாக பணிநியமனம் செய்யப்படுகிறது.

2. இவர் இளநிலை உதவியாளராக பணியில் சேர்ந்த நாள் முதல் தொடர்ச்சியாக முன்னாண்டு காலத்திற்குள் இரண்டாண்டு பணிக்காலத்தில் தகுதிகாண் பருவத்தினை முடிக்க வேண்டும். தகுதிகாண் பருவத்தில் இவரது பணி அல்லது நடத்தையில் அதுகுறித்து ஏற்பட்டால் எந்த நேரத்திலும் இவர் பணியிலிருந்து நீக்கம் செய்யப்படுவார்.

3. இவர் தகுதிகாண் பருவ காலத்தில் பவானிசாகர் அடிப்படை பயிற்சியில் தேர்ச்சி பெற வேண்டும் என தெரிவிக்கப்படுகிறது.

4. பார்வை 1ல் காணும் தேர்வாணையக் கடிதம் பத்தி 4ல் தெரிவிக்கப்பட்டுள்ள "The regularization is subject to the outcome of the WPs pending on the files of the Hon'ble High Court of Madras/Madurai Bench of the Hon'ble High Court of Madras relating to the recruitment to the post included in Combined Civil Services Examination - IV (Group-IV Services)" என்ற விபரம் இவருக்கு தெரிவிக்கப்படுகிறது. மேலும் அரசு பணியாளர் தேர்வாணையத்தின் மூலம் CCSE IV (Group IV Services) 7/2022ன் படி இளநிலை உதவியாளர் நேரடி நியமனத்தின் படி மதிப்பெண் அடிப்படையிலேயே முன்னுரிமை வரிசை எண் பெறப்பட்டுள்ளது என தெரிவிக்கப்படுகிறது.

5. தேர்வாணையம் மூலம் தேர்ந்தெடுக்கப்பட்ட இவரது பணிநியமனம் தற்காலிகமானது என்றும் இவரது மூலச்சான்றிதழ்களைச் சரிபார்க்கும் பொழுது இவர் தெரிவித்த விவரங்கள் தவறானவை என பின்னர் தெரியவந்தால் இவரது தற்காலிக தெரிவும் தற்காலிக பணிநியமனமும் ரத்து செய்யப்படுகிறது என தெரிவிக்கப்படுகிறது.

6. இவர் பணியில் சேர வரும் பொழுது சீவில் சர்ஜன் தகுதிக்கு குறையாதவரிடம் அமைந்த படிவத்தில் உடல்தகுதி சான்றிதழ் பெற்று வரவேண்டும் என தெரிவிக்கப்படுகிறது. மாற்றுத்திறனாளியாக இருப்பின் மாவட்ட மருத்துவ குழுவிடம் இருந்து உடல்தகுதி சான்றிதழ் பெற்று பணியில் சேர வேண்டும்.

7. இளநிலை உதவியாளராக பணிநியமனம் செய்யப்பட்ட செல்வி.க.கார்த்திகாசலெட்குமி இப்பணிநியமன ஆணை கிடைக்கப்பெற்ற பதினைந்து தினங்களுக்குள் பணியில் சேரவேண்டும். சேராதவிநாள் இவரது பெயர் ஏற்பளிக்கப்பட்ட பட்டியலில் இருந்து நீக்குவதற்கு பரிந்துரைக்கப்படும்.

8. தேர்ந்தெடுக்கப்பட்ட இளநிலை உதவியார் வேலைவாய்ப்பு அலுவலகத்தில் பதிவு செய்த பதிவு அட்டையை பணியில் சேர்ந்தவுடன் தவறாது இவ்வலுவலகத்தில் ஒப்படைக்க வேண்டும்.

9. கூட்டுறவு தணிக்கை இயக்குநர் அவர்களின் செயல்முறை ஆணை ந.க.எண்.12354/2023/அபஅ.2(6), நாள்.08.11.2023.ல் தெரிவித்துள்ள ஆணையிலுள்ள நிபந்தனைகள் அனைத்தையும் தவறாது கடைபிடிக்குமாறு அறிவுறுத்தப்படுகிறது.

இவ்வலுவலக முகவரி

கூட்டுறவு தணிக்கை இணை இயக்குநர் அலுவலகம்
திருநெல்வேலி மண்டலம்.

H/134, TNHB Colony,
காமராஜர் சாலை, அன்புநகர்
திருநெல்வேலி - 627 001.

கூட்டுறவு தணிக்கை கூடுதல் இயக்குநர்
இணை இயக்குநர் (முக.மொ)
திருநெல்வேலி மண்டலம், திருநெல்வேலி
10/11/23
10/11/2023

✓பெறுநர்

செல்வி.க.கார்த்திகாசலெட்குமி,

9/5, திருவாப்புடையார் கோவில் முதலியார் 3வது தெரு.

செல்லூர்.

மதுரை மாவட்டம் - 625 002.

நகல் பணிந்து சமர்ப்பிக்கப்படுகிறது

1. செயலர். தமிழ்நாடு அரசுப்பணியாளர் தேர்வாணையம் சென்னை - 600 003.

2. கூட்டுறவு தணிக்கை இயக்குநர். கூட்டுறவு தணிக்கை இயக்ககம் சென்னை - 35.

BE YOURSELF, MAKE A DIFFERENCE.



15-Jun-2023

C8023553



**For Accenture use only*

Ajeetha Arjunan
SL Vedhathri illam , Nilakottai , Dindigul district, 624208 624208
Management Level - 13
Sublevel - 3

Job Profile - Underwriting New Associate
Job Family Group - Business Process Delivery
Business Deal - Non Contact Center

Dear Ajeetha,

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Chennai**, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 'Documentation'.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

As a general requirement employees will be expected to work from office in the location tagged to their role: Tagged or base locations (unless changed) will be considered for all administrative & operational/official purposes, irrespective of any exceptions to work from remote. Exceptions, if any/granted, will be interim and temporary, and will be subject to review with HR/business, and based on your role, business, and client expectations. The Company reserves the right to ask you to come to office locations pursuant to our business needs and customer requirements. This offer is contingent to the above-mentioned agreement.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year. You are required to produce the original pass certificate / mark sheet upon joining Accenture but no later than six months of your start date in Accenture, failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

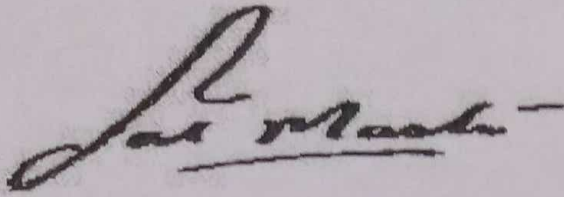
This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.

Your annual total cash compensation will be **INR 211120** and will be structured as per the attached Annexure 1 'Compensation Details'. This will continue to be applicable until further communication on the same. All payments to you will be subject to deduction of tax at source as per the prevailing laws and necessary deduction of statutory amounts payable in your case. The terms of employment, accompanying annexures, schedules to this letter, together constitutes the terms of offer being made to you.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the employee application form (EAF) is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Ajeetha, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **malathi.a.mohan** at **9600134256** should you have anything you would like to discuss further.

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



Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

[Insert full legal name]

Date:

Candidate's signature _____

Date : September 15 , 2023

Ref No : IB/OL/00174311

App No : 00160220

Ms. Barathi Saravanan
D No-11-16 56(2) Sokkanathapuram
2nd Street Vilangudi Madurai
Madurai 625018
Tamil Nadu

LETTER FOR OFFER OF APPOINTMENT

Dear Barathi Saravanan,

With reference to your application and subsequent interview(s) you had with us, we are pleased to offer you employment in our organization, on the term and conditions, mentioned in this letter for offer of appointment herein below :-

Department : COLLECTION
Grade : G4
External Designation : Telecaller
Internal Designation : Executive
Location : MADURAI
Cost to Company: : Your cost to company will be **Rs. 206,400.00 /- per annum.**
(Rupees Two Lakh Six Thousand Four Hundred only)

1. DATE OF JOINING / APPOINTMENT DATE

This appointment will commence from your date of joining which should not be later than October 15 , 2023, provided that you indicate your acceptance to the same by signing and returning in duplicate a copy of this offer of Appointment to us immediately and in any case within Fifteen (15) days from the date of this Letter for Offer of Appointment.

Further, in case, you have any objections to the terms and conditions of this letter, the same should be communicated to us within 15 days from the date of this letter and prior to your tendering us your acceptance to the same, failing which the entire terms and conditions as stipulated herein, shall be deemed to have been accepted by you without any demur. The Appointment Date shall not be varied except if so intimated by the Company in writing.

You should report for joining at the Place of Posting on or before the above date of joining along with copies of self attested documents as mentioned below :-

- Signed Curriculum Vitae (CV).
- Copy of the Educational Certificate (10th & Highest Qualification).
- Work Experience Certificate (Previous employer).
- Four (4) Passport size photographs.

Dhani Loans and Services Limited

(Formerly Indiabulls Consumer Finance Limited) CIN: U74899DL1994PLC062407

Regd. Office: 1/1E, 1st Floor, East Patel Nagar, New Delhi - 110 008 T. 011 - 4105 2775 F. 011 - 4213 7986

Corp. Office: One International Centre, Tower 1, 4th Floor, S. B. Marg, Elphinstone (W), Mumbai - 400013 T. +91 22 6189 9016 F. +91 22 6189 9001

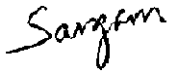
Website: www.dhani loans and services.com | Email: support@dhani.com

COMPENSATION & ENTITLEMENT

Offer break-up to Ms. Barathi Saravanan, Telecaller in COLLECTION.

Details	Amount Per Month (In Rs.)	Amount Per Annum (In Rs.)
Basic	10,320.00	123,840.00
House Rent Allowance	4,555.00	54,660.00
Other Bonus	583.00	6,996.00
Gross Salary	15,458.00	185,496.00
Employers EPF Contribution	1,239.00	14,868.00
Employers ESI Contribution	503.00	6,036.00
Cost to Company ("CTC")	17,200.00	206,400.00

FOR DHANI LOANS AND SERVICES LTD.



AUTHORIZED SIGNATORY
HUMAN RESOURCES

Note :

- 1). Your Salary is strictly confidential and you should not disclose it to anyone without prior permission of the company in writing.
- 2). All tax implications arising as part of your salary structure shall be borne by you.
- 3). Contribution towards EPF are optional to the employee. For employee whose basic salary is less than or equal to Rs. 15,000/- (Rupees Fifteen Thousand only) EPF contribution is mandatory.
- 4). The employer and employee contribution towards ESI entitles an employee to take the advantage of medical facilities provided by the government in ESI hospital. Contribution towards ESI is mandatory for employees whose gross salary is less than or equal to Rs. 21,000/- (Rupees Fifteen Thousand only).
- 5). You shall be part of Group Term Life Insurance and the monthly premium shall be deducted from your salary.

I, hereby, agree to abide by the terms and conditions of this Appointment Letter

SIGNATURE OF EMPLOYEE
Telecaller

HCLTech



Ishwaryarani T

52235145



Ref Code: OPAR55267

31-Aug-2023

Ms.Keerthika P

NO 1/256A, NADU STREET, RAYAPURAM, VADIPPATTI TALUK, THIRUVEDAGAM, MADURAI

Letter of Appointment

Dear Keerthika,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Customer Relationship Manager (CREM) - Gold Loan, 1A Officer based at Madurai.

Your date of joining will be on or before 04-Sep-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs.200,000/- per annum (Two Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
5. You will be under probation for a period of 90 days from the date of joining. Based on your performance, your services will be deemed confirmed after completion of probation period unless the probation period is extended by the Company. Please note that it is also mandatory to complete onboarding Induction (OBI), Functional Induction, IT Security & Compliance training during the probation period, which will be an important factor while confirming your services with the Bank.
6. During probation, the period of notice required for cessation of employment is 30 days on either side. In case of unsatisfactory work or conduct during the probationary period, your services are liable to be terminated any time without notice or without assigning any reasons there to. In case of confirmed employee, either party may terminate the employment by giving a notice of 90 days. Any leave taken during the notice period will result in its extension by the number of days of absence.
7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Madurai] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

paise ki kadar

Registered Office:

Jana Small Finance Bank Ltd.

The Fairway Business Park, # 10/1, 11/2 & 12/2B, Off
Domlur, Koramangla Inner Ring Road, Next to Embassy Golf

T+91 80 4602 0100

Einfo@janabank.com

Wwww.janabank.com



19. You will automatically retire from the service of the company on attaining the age of 60 years.
20. The Company reserves the right to change, modify or frame any rule or policy that it might deem fit for the benefit of the organization without any prior intimation.
21. You are required to execute the confidentiality and secrecy bond as part of your employment with JSFB.
22. In accordance with the standard practice of the Company we request you to treat the terms of your employment as confidential. If the above offer, is acceptable to you, please sign and return to us the duplicate copy in token of your acceptance of the terms and conditions of employment within 7 working days, failing which the offer would stand null and void/lapsed. Also, please note that in case, you do not join on or before the given date, please note that the offer would stand withdrawn.

Please note that “as an employee of Jana Small Finance Bank Ltd. (“Company”) your salary account will be opened with Jana Bank and all the employments and expenses reimbursement/s by the company shall be credited into the salary account. The bank at its sole discretion may choose to offer various services such as Debit Card, Prepaid Card and other transaction facilities (NEFT/RTGS/IMPS) at no cost to the employee” During your employment in the Company, you may be considered for Awards and Rewards, including stock option / stock purchase. In the event of the Bank determining in its reasonable discretion, that you are in material breach of all or any of Bank’s policies and procedures, employment offer and code of conduct, the entitlement to the Awards and Rewards will lapse entirely, without any due course for the same in future. In the event of having exercised the specified Awards and Rewards issued to you, the Bank reserves the right to recover, partially or fully, any shares or benefits that you have received, without paying any compensation.

We look forward to your fruitful and long association with the company.

Yours Sincerely,

For Jana Small Finance Bank Limited,



Amit Raj Bakshi
Chief Human Resources Officer

I have read, understood and agree to abide by the aforesaid terms and conditions of employment.

Name: _____

Signature: _____

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Annexure I

Name : Ms.Keerthika P
Job Role : Customer Relationship Manager (CREM) - Gold Loan
Job Grade : 1A
Designation : Officer
Function : Retail Financial Services

Component	Yearly value	Monthly value
Basic	80,000	6,667
House Rent Allowance	32,000	2,667
Special Allowance	63,748	5,312
Statutory Bonus	7,002	584
Gross Salary	182,750	15,229
Employer PF Contribution	17,250	1,438
Total Fixed Pay	200,000	16,667

PLEASE NOTE:

1. Your contribution towards Provident Fund, including Pension Fund shall be deducted from basic salary towards @ 12%.
- 2.TDS and Professional Tax as applicable shall be deducted as per prevailing tax rules.
3. It is mandatory to provide pan card or proof of pan application (application acknowledgement copy). Minimum 20% tax shall be deducted in absence of pan number, which will continue to be deducted till the time the pan card is submitted.
4. Variable Pay as per prevailing Jana Small Finance Bank Bonus Policy will be payable based on your performance and company's performance.
5. You will be covered under prevailing group medi-claim insurance and group personal accident insurance policy of the company.

Malus & Clawback:

In the event of negative contributions to the Bank or any material breach, the payment of any variable compensation including ESOPs, if any, in that year will be subject to malus & clawback arrangements. In addition, in the event of any material breach of conduct by you, such compensation, if any, would be subject to malus & clawback arrangements. This is applicable even after the employee leaves the bank and such instances come to light.

For Jana Small Finance Bank Limited,

paise ki kadar

Registered Office:

Jana Small Finance Bank Ltd.

The Fairway Business Park, # 10/1, 11/2 & 12/2B, Off
Domlur, Koramangla Inner Ring Road, Next to Embassy Golf

T+91 80 4602 0100

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Amit Raj Bakshi
Chief Human Resources Officer

paise ki kadar

Registered Office:

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Annexure II

Flexible Benefits Plan Policy (FBP)*

Reimbursements and allowances that are currently entitled and may be claimed under FBP	Maximum Limit	Eligible Designations
Company Car Lease	Please refer to Car Lease Policy	
Children's Education Allowances	1,200 / 2,400 per annum (As defined in the Policy)	All
Children's Hostel Allowances	3,600 / 7,200 per annum (As defined in the Policy)	All
Food Coupons	18,000, 30,000, 42,000 per annum (As defined in the Policy)	All
LTA	60,000 per annum	All
Driver Salary (personal car)	10,800 per annum	Assistant Manager and Above
Petrol Reimbursement and Repairs & maintenance (Car with less / equal / more than 1600 CC)	21,600, 28,800 per annum (As defined in the Policy)	Assistant Manager and Above
Professional Education Development Expenses	36,000 per annum	All
Books & Periodicals Reimbursement	36000 per annum	All
Telephone & Mobile Reimbursement	36000 per annum	All
Internet / Broadband Bill Reimbursement	36000 per annum	All

Note- *the table is summary only of components under Flexi Benefit Plan that you may opt for currently, and their corresponding limits and eligibility based on designations. Please refer detailed policy Flexi Benefits Policy document for more information.

1. FBP would work purely based on individual declarations and initiative. If no declarations or supporting documents are provided, then the allowance will be paid as a taxable component. If declaration is provided and claims are not submitted by March, the balance eligibility of FBP components will be paid as taxable.
2. The final decision of clearing will be as per the Income Tax ruling.

For Jana Small Finance Bank Limited,



Amit Raj Bakshi
Chief Human Resources Officer

paise ki kadar



Annexure III

Name : Ms.Keerthika P
Job Role : Customer Relationship Manager (CREM) - Gold Loan

Jana Small Finance Bank – Bonus Structure

The potential variable pay for Band 1 is up to 10% of the Total Fixed Pay (TFP), subject to satisfactory Individual performance and Bank's performance.

Please refer to policy document – *Bonus Policy* for more details. The Variable pay policy is subject to review and change from time to time.

For Jana Small Finance Bank Limited,



Amit Raj Bakshi
Chief Human Resources Officer

p a i s e k i k a d a r

Annexure IV

COLA – Cost of Living Allowance

1. Cost-of-living index expresses the difference in the cost of living between any two cities in the survey. The amount of money needed to sustain a certain level of living, including basic expenses such as housing, food, taxes, and healthcare. Cost of living is often used when comparing how expensive it is to live in one city versus another. The cost-of-living index shows the difference in living costs between cities.
2. COLA is classified and paid only for Tier 1 Plus, Tier 1 & Tier 2 Cities
3. Only employees in Band 1 falling under Tier 1 Plus, Tier 1 & Tier 2 cities are eligible for COLA pay-out
4. In case of any queries on the classification of your city of work, please contact your local HR representative

Band	Job Grade	Designation	Tier 1 Plus	Tier 1	Tier 2
Band 1	1G	Senior Manager	24000	18000	12000
	1F	Manager	24000	18000	12000
	1E	Asst. Manager	24000	18000	12000
	1D	Sr. Executive	18000	14400	8400
	1C	Executive	18000	14400	8400
	1B	Sr. Officer	18000	14400	8400
	1A	Officer	18000	14400	8400

Yours sincerely,



Amit Raj Bakshi
Chief Human Resources Officer

paise ki kadar

November 27, 2023

K.Revathi

Thomas Veethi, Pethaniya puram
Meettu street
Madurai- 625 018

Dear Mrs.K.Revathi

Sub: Offer / Appointment Letter

Greetings from ARAS

We are pleased to offer you an employment in **AR.A.S.Appliances Pvt. Ltd.** under the following terms and conditions.

Engagement: You will be employed in the capacity of **CRO**. Your place of posting will be at our **ARAS Tanishq**, in East veli street, **Madurai** & you will be reporting to **Mrs.Agnes Gnana Sheela** (GM - Retail) Your duties and responsibilities will be set out in a job description.

The allowance, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time. Your compensation will be reviewed in future as per company policy.

On joining you shall be on Probation for **Three** months. You will abide by the rules and regulation of the company as may be in force from time to time. On completion of the probationary period, you shall get confirmed based on the performance and the merit system.

If any time in the opinion of the company which shall be the final, you became insolvent or are found guilty of dishonesty, disobedience, misappropriation, theft, fraud, disorderly behavior, negligence, indiscipline, absence from duty without permission or of any other conduct considered by the company as detrimental to its interests or of violation of one or more terms of this appointment, your service may be terminated without notice.

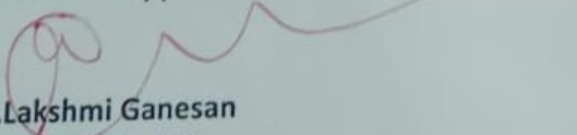
Commencement: Your effective date of employment with the company is **01/10/2023**.

Remuneration: Your commencing annual salary will be **₹1,88,292/-CTC per annum**. Your compensation package shall be as per the Annexure enclosed.

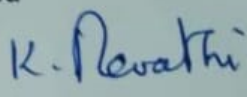
Bonus: The Above CTC includes the bonus also.

Please acknowledge acceptance of this offer by signing below.

for AR.A.S. Appliances Pvt. Ltd.,


M.Lakshmi Ganesan
AGM - Admin/ HR

Accepted


K.Revathi

>
accenture



Priyadharshini Ravi

13732799

Name : Priyadharshini Ravi

Emergency Contact :

Person : Ravi

Tel. No : 9543845153

**This card is the Property of Accenture
if found please return to :**

Accenture Solutions Pvt. Ltd.

Plant-3, Godrej & Boyce Complex,

LBS Marg, Vikhroli (W).

Mumbai 400079.Maharashtra.India

Tel: 022 6600 3000

www.accenture.com

इंडियन बैंक



Indian Bank

इलाहाबाद

ALLAHABAD

STATEMENT OF ACCOUNT

Customer Name : Abigail G
Address : NO 25 A CHOKKALINGA
NAGAR 4 TH STREET Ma,
durai South KALAVASAL
Madurai Tamil Nadu, Madurai,
State : TAMILNADU
PIN : 625016
Mobile No : 916369685553
Email ID : Not Available
Branch Code : 01284
Statement Period : From 03/01/2024 To 04/01/2024

CIF : 3292674043
Account Type : SB
Account Status : Active
Account Number : 6681083681
Currency : INR
Home Branch : KOODAL NAGAR
Branch IFSC : IDIB000K150
Statement Date : 18/01/24 17:29:29

TRANSACTION DATE	PARTICULARS	WITHDRAWALS	DEPOSIT	BALANCE
04/01/2024	CREDIT SALARY DECEMBER 2023	-	12878.00	28805.75CR


Available Balance: 23838.75(Twenty Three Thousand Eight Hundred Thirty Eight Rupees and Seventy Five Paise Only)

Statement Legends:

NEFT: National Electronic Fund Transfer, UPI: Unified Payment Interface, RTGS: Real Time Gross Settlement, INT: Intra Fund Transfer, BBPS: Bharat Bill Payment Service

This statement is system-generated and does not require a signature. Customers are requested to notify immediately in case of discrepancies.
Registered Office: Indian Bank, Corporate office, PB No: 5555, 254-260, Avvai Shanmugam Salai, Royapettah, Chennai- 600 014.
Email : ebanking@indianbank.co.in , Website: <https://indianbank.in>





इंडियन बैंकIndian Bank
इलाहाबादALLAHABAD

STATEMENT OF ACCOUNT

Customer Name : Infant Jerin Irudayaraj
Address : NO 15/11 INCOME TAX COLONY 5TH STREET,OLD VILANGUDI Madurai North, Madurai, Tamil Nadu
State : TAMILNADU
PIN : 625018
Mobile No : 919361963858
Email ID : Not Available
Branch Code : 01549

CIF : 30578717517
Account Type : SB
Account Status : Active
Account Number : 7560424748
Currency : INR
Home Branch : GNANAOLIPURAM
Branch IFSC : IDIB000S140

Statement Period : From 04/01/2024 To 04/01/2024 Statement Date : 18/01/24 19:25:50

Available Balance: 43104.90(Forty Three Thousand One Hundred Four Rupees and Ninety Paise Only)

Statement Legends:
NEFT: National Electronic Fund Transfer, UPI: Unified Payment Interface, RTGS: Real Time Gross Settlement, INT: Intra Fund Transfer, BBPS: Bharat Bill Payment Service

This statement is system-generated and does not require a signature. Customers are requested to notify immediately in case of discrepancies.
Registered Office: Indian Bank, Corporate office, PB No: 5555, 254-260, Avvai Shanmugam Salai,Royapettah, Chennai- 600 014.
Email : ebanking@indianbank.co.in , Website: <https://indianbank.in>



ST. ANTHONY'S CONVENT SCHOOL
SIRUMALAI ROAD, IRENDELLAIPARAI, REDDIAPATTI P.O
DINDIGUL
(Franciscan Sisters Trust for Education)

Fixed Period Appointment Letter

To,

Date: 01.06.2023

Ms. Felicita Rose. A

28/9, 2ND Street

Pasumai Nagar

Kilaku Mariyanatha Puram

Dindigul.

Dear Ms. Felicita Rose. A

This is in reference to your application dated 01.06.2023, we are pleased to appoint you as a Teacher on contractual basis for a fixed period of 11 months from 01.06.2023 to 30.04.2024 on a consolidated salary of Rs. 16,165.00 Per month.

1. Be it clearly understood and agreed that the vacancy for fixed period employment has arisen due to exigencies of work and as such appointment is being made on contractual basis for a fixed period. Your contractual appointment will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the Management. Since your appointment is being made for a specified period, you will neither have any right nor a lien on the job held by you. Also, you will not claim regular employment even if there is such a vacancy for the post held or otherwise. Except one month's notice or salary in lieu thereof, no compensation or wages for unexpired contract period will be payable by the Management if your services are terminated before the expiry of fixed period. You will not be entitled to any benefits/ facilities as are available or granted in future to the regular employees of the School.
2. As an employee of the School, you will maintain a high standard of loyalty, efficiency, integrity.
3. The Management will be within its rights to transfer your services to any other School under its control anywhere in India.
4. You will adhere to the schedule of work which may be assigned to you depending on the exigencies of work.

5. You will devote your whole time and attention to the interest of the School and will not engage yourself in any other work either paid or in honorary capacity.
6. Your appointment is being made on the basis of your particulars such as qualification etc. as given by you in your application for employment and in case any information as given by you is found false or incorrect, your appointment will be deemed void as liable for termination without a notice or salary in lieu thereof.
7. Your address, as indicated in your application for appointment, shall be deemed to be correct for sending any communications to you. Every communication addressed to you at the given address shall be deemed to have been served upon you.
8. You will abide by the Rules & Regulations and Circulars as in force and framed by the School from time to time in relation to your service conditions, which will form part of your terms of employment.
9. In case there is any change in your residential address, you will intimate the same in writing to the Principal within three days from the date of such change of address recorded.
10. You shall clear the CTET/TET exam and acquire proficiency of English language for the continuation of the employment in the school.

In case the above terms and conditions are acceptable to you, please sign and return the duplicate copy in token of acceptance thereof.

Sr. Amala
Manager
St. Anthony's Convent School,
Sirumalai Road, Reddiapatti,
Dindigul-624 003.

Felicita Rose A
(Name of the Employee)

Felicita Rose A
(Signature of the Employee)

[Signature]
Principal
PRINCIPAL
St. Anthony's Convent School
Sirumalai Rd, Reddyapatti(po)
Dindigul Dt

Dated : 01.06.2023

ST. ANTHONY'S CONVENT SCHOOL

Thottanuthu Village, Reddiyapatty(Po)
Dindigul Dt-624003.



Name : **A.FELICITA ROSE**

Designation : **TEACHER**

☎ **82708 94408**

Sa. Principal
Principal

TMS

IDENTITY CARD



R. Jesline Felsia

Emp Code : 13928

Dept : Lable

D.O.J : 17/05/2023

Deputed at :

J.K.FENNER INDIA LTD

3, Melakkal Kocha

Madurai - 625 026

Dated: 26 June 2023

To,

Name: Harshini M

Contact no: +91 97510 24661

Subject: Appointment Letter

Dear Harshini M,

We are pleased to offer you, the position of Regulatory Affairs Executive with Medra+ Pte Ltd on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **26 June 2023**

2. Job title

Your job title will be Regulatory Affairs Executive and you will report to Dr. Geetha Ganesh, Director, Medra+ Pte Ltd.

3. Salary

Your salary and other benefits will be as per **Salary Structure** mentioned below under sec 13, and salary will be credited to employees between Dt. 1st to 5th of every month.

4. Place of posting

The nature of job is (Work from Home) and reporting should be made as per Medra reporting policy.

5. Confirmation:

Director will conduct the confirmation appraisal after the successful completion of the probationary period of three (3) months, as mentioned in the Employment:

1. The Company will give confirmation mail to the concerned person at the beginning of the due month.

Note: If employee is not performing well during the probation period, they will be receiving Warning Letter for getting their performance up to mark, further in Probation period no leave will be entertained if so then it will be on unpaid section. In case, with 7 to 15 days, they don't perform, they will be terminated/discontinued from their services on immediate basis.

Medra+ Pte Ltd,
10 UBI Crescent,
#07-43, UBI
Techpark,
Singapore – 408564.

Medra Plus LLC,
8 The Green STE A,
Dover, DE 19901,
United States.

Medraplus Sdn Bhd,
No. 29-5 Menara 1
Mont Kiara, No.1 Jalan
kiara, Mont Kiara,
50480 Kuala Lumpur,
Malaysia.

Medraplus Co., Ltd.
200/78 Bangrak
Pattana, Bangbuathong,
Nothaburi 11110,
Thailand.

Medra+ Liaison Office,
R3 Pharma Trading Pvt
Ltd, Ankur Plaza, 1st Floor
33, No 113, G.N.Chetty
Road, T.Nagar, Chennai -
600017.

6. Hours of Work

The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours on Mon through Fri are from 09:00 a.m. to 06:00 p.m. Saturday from 09.00 AM to 1.00 PM

7. Leave/Holidays

You are entitled to Privilege/Earned leave per year for 7 days and 2 days as sick leave per annum. If the leave exceeds the limit, it will be considered as loss of pay.

A. Privilege/Earned leave:

Employee should plan the vacation as much in advance prior to 7 days mandatory with a consent to Reporting Manager prior approval of this leave. The leave can be taken only with the approval of the Director and mere applying for leave would not amount to sanction of leave. At the same time, unplanned leaves or leaves taken without adequate notice seriously hamper the Company's work. So the employee therefore, should give as much notice as they possibly can. When taking leave, the employee should apply the leave request through message to her Director giving adequate notice, and get it approved on Mandatory Basis.

More than two weeks' vacation request approved in exceptional circumstances only with a consent of the Director.

B. Sick Leave:

In case of a medical problem, any absence beyond three days will be required to be supported by a Doctor's Certificate for HR record. Any leave taken by the employee beyond her entitled leaves shall be treated as leave without pay. Sanctioning of the leave is at the discretion of the Management Contact details of the employee should be made available to the manager for emergency purposes. Five consecutive days of absence, without notifying your manager, may be considered as voluntary resignation from the services of the company or she will send proper documentation part with appropriate reason mentioning over there.

C. Floating Leave:

Medra+ Pte Ltd,
10 UBI Crescent,
#07-43, UBI
Techpark,
Singapore – 408564.

Medra Plus LLC,
8 The Green STE A,
Dover, DE 19901,
United States.

Medraplus Sdn Bhd,
No. 29-5 Menara 1
Mont Kiara, No.1 Jalan
kiara, Mont Kiara,
50480 Kuala Lumpur,
Malaysia.

Medraplus Co., Ltd.
200/78 Bangrak
Pattana, Bangbuathong,
Nothaburi 11110,
Thailand.

Medra+ Liaison Office,
R3 Pharma Trading Pvt
Ltd, Ankur Plaza, 1st Floor
33, No 113, G.N.Chetty
Road, T.Nagar, Chennai -
600017.

Employees (confirmed, or on probation or part time) would be entitled for floating holidays per calendar year which can be taken ONLY on festivals/Birthday/Anniversary/functions. The floating holiday will be allocated at the beginning of the calendar year every year based on each year's national holidays. If the employee joins in the first six months of the calendar year, then they are entitled for floating holiday(s), but the employee joins in the later half they will be only entitled to half the floating holiday(s). Floating Holiday(s) cannot be en-cashed or carried forward for next financial year. Floating Leave can be altered by management during the predations of Holiday list for new academic Year.

Note:

- i. For your information, permission can be taken for maximum 2 hours, if it exceed 2 hrs it will be considered as "HALF A DAY LEAVE". If the permission exceeds 5 hours it will be considered as "ABSENTEE FOR THE DAY".
- ii. Any kind of expense report / claim or Reimbursement (Hard copy of Bill / Voucher) will be sent to the undersigned name and after checking it will submit to the accounts in charge for credit.
- iii. No claim Bill will be entertained without Hard copy/Soft copy with expense report.

8. Nature of duties:

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Termination

- a) Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 days prior notice in writing or salary in lieu thereof.

- b) You may terminate your employment with the Company, without any cause, by giving no less than 90 days' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.
- c) The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence or have committed any fundamental breach of contract or caused any loss to the Company or performance.
- d) On the termination of your employment for whatever reason, you will return to the Company all property such as Laptop and its accessories in good condition.

11. Confidential Information

- a. During your employment with the Company, you will devote your whole time, attention, and skill to the best of your ability for its business. You shall not directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.
- b. You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means, and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public, and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.
- c. At no time, will you remove any Confidential Information from the office without permission.

- d. Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.
- e. Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

12. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

13. Compensation break-up for Salary Structure

Earnings Actual- INR 15,000 per month

Note: Incentive and Bonus Plan:

You are applicable for incentives based on your performance and it will be evaluated solely by the Director after a year of completion.

Bonus will be paid by the company depends upon the efficiency and project contribution.

14. Acceptance of our offer

Please confirm your acceptance of this Appointment cum Offer letter by signing and returning the duplicate copy.

We welcome you and look forward to receiving your acceptance and to working with you.

Yours Sincerely,



Dr. Geetha Ganesh

Director

Medra+ Pte Ltd



VLCC Health Care Limited 64, HSIIDC Sector-18, Maruti
Industrial Area Gurgaon 122 015, Haryana, INDIA
CIN: U74899DL1996PLC082842

T +91 11-41631975
F +91 11-41080266
www.vlccwellness.com

17-Jun-2023

Ms Aishwarya K S
8/12 , Balarengapuram, 2 Nd Cross Street, Madurai , Tamilnadu, 625009

Subject: **Letter of Appointment**

Dear Aishwarya,

This is with reference to your application and subsequent interview/ discussion you had with us, we are pleased to appoint you as per terms given below:

1. The terms and conditions of your appointment are enumerated below:

1	Date of Joining	17-Jun-2023
2	Employee code	V13658
3	Band/ Level	6L3
4	Designation	Dietician
5	Salary (CTC)	INR 240003. Per Annum (Details as per attached annexure A).
6	Date of Birth	08-May-2001
7	Location	On the date of joining your initial place of posting will be Madurai

Your location and reporting is subject to change at any time at the sole discretion of the Company.

2. Transfer: The Company can transfer your services either temporarily or permanently, to any location in India or overseas and to any of its subsidiary or associate companies in India or overseas, in the present or future at the sole discretion of the Company. In the event of a transfer the terms and conditions applicable to you will remain unchanged unless notified in writing.

3. Medical Fitness: Your continuance in the Company's employment will depend, besides other stipulations herein, only if you are found medically fit and remaining fit. You shall, at any time be subject to medical fitness checkup mandated by the company. If you refuse to subject yourself to such medical examination as mandated by us, you shall be deemed to have voluntarily resigned from our employment with effect from the date the Doctor declares you medically unfit or you fail to physically present yourself before the Doctor recommended by the Management for carrying out such medical examination.

Probation: You shall remain in the probation period of one months from the date of joining, which may be extended or reduced at the sole discretion of the Management based on your performance. Your position and title information are merely descriptive and not intended to limit your duties or functions of the employee. Your duties and functions may be modified at the discretion of the management from time to time. You shall not be deemed to be confirmed unless you are confirmed in writing by the Management. During your probation, your employment may be terminated by the company without assigning any reason by serving 7 days' notice or salary in lieu thereof. In case of termination of your employment without notice, the company shall pay you 7 days salary in your F&F in normal course. In the similar manner, that during probation period, notice period from your side with also remain 7 days, however your reporting manager may relieve you earlier at his/her discretion, in that case you will be paid 7 days salary in your F&F, in normal course.

5. Termination:

- a. **Termination at Will:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.
- b. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving one months' notice in writing or payment of pro rata one months' Gross Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving one months' notice in writing or by payment of pro rata Gross Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of one months' without any pay in lieu of the notice period.

If the notice period is not served, the company will be bound to take the below steps –

- i. Salary in lieu of the notice period will be deducted from the Full and Final Settlement. If the amount is not adequate in Full and Final, the company will be forced to legally recover the amount from the concerned employee.
- ii. If anyone has gratuity, the cheque will be withheld until the due amount is recovered by the company.
- iii. No relieving letter will be given to anyone who does not serve the notice period and gives a proper handover.

- a. **Absenteeism:** You will abide by the Leave policy of the Company. In the event of remaining absent or overstaying your leave without valid reasons and prior sanction from the appropriate authorities for seven days continuously or / and habitual absenteeism, you shall be considered as having voluntarily terminated your employment without giving any notice and your appointment shall stand terminated automatically.
- b. **Termination for Misconduct etc.:** The Company can also terminate your employment without incurring any liability or without serving any notice to you in the following circumstances.
 - i. the repeated or continuous failure, neglect, or refusal to perform specified duties,
 - ii. the engaging yourself in wilful, reckless or grossly negligent conduct which is detrimental to the interest of the company or any of its affiliates, monetarily or otherwise,
 - iii. Indulges in moral turpitude, criminal acts, misconduct, fraud, misfeasance, breach of trust or wrongful disclosure of any secret or confidential information about the company,
 - iv. soliciting or engaging any contractors, vendors, clients or other persons associated with the company, directly or indirectly, which was performing services for the company, misappropriates any property of the Company;
 - v. divulges or discloses, either directly or indirectly, any of the Confidential Information either by way of transfer, sale, theft, misappropriation, publication, misuse or wrongful or unauthorized use of the Confidential Information or otherwise;
 - vi. Violates the Company policies, Code of Conduct or any applicable statutory and regulatory policies, enactment, rules or regulations.
 - vii. Loss of confidence (Management has a reason to believe that continuation of your employment may hamper the goodwill/reputation of the company or the company may suffer any financial or other losses or company has lost its confidence/trust upon you)

Under any of these circumstances, the Company has the right to terminate your services without any notice or payment in lieu thereof.

- You have been engaged on the presumption that the particulars furnished by you in your application are correct. Furnishing of incorrect facts or withholding or suppression of any information in the application, or during interview, or during the service with the Company which could have prevented your employment in the Company shall be treated as an act of breach of the terms of employment and in such an event your services shall be liable to be terminated forthwith without any compensation.

6. Salary & benefits:

- a. Your salary will credit in your salary account as per Company policy subject to statutory deductions like income taxes, provident fund/ ESI etc.
- b. You would be covered under Group Medclaim Insurance Scheme or Employees State Insurance Corporation, as applicable to you and as per company policy from time to time. Gratuity will be payable after the continuous working with the company as per provisions under the Act
- c. Your salary is confidential information and you are advised not to disclose the same including your terms of employment to others and, in particular, to the employees of the Company and of our other subsidiary / associated Companies. All queries relating to your emoluments should be referred to HR Department.
- d. You will be eligible for your salary as per your attendance marked in the system through bio-matrix or any other means.

7. Incentives and Performance Bonus: You are eligible for incentives or commission or performance bonus (hereinafter called as "Incentives") as per the policies of the company and these incentives shall be over and above your salary structure. You agree that these incentives are not part of your salary and may be paid to you at the sole discretion of the company and cannot be claimed as part of your salary at any point of time. Your Incentives payment shall be subject to the satisfactory performance of the company, the respective center and your overall performance. All the Incentives will be calculated by the accounts department of the company and their calculation will be deemed final. Incentives will be paid to you only when you are in the employment of the company at the time of disbursement, irrespective of the incentive period. Once you are separated from the company due to any reason, you will not be entitled to claim any unpaid Incentive for past period and you specifically agree to waive off the said claim after your separation from the company. You also agree that the Incentive policy may be changed or withdrawn by the Company at any time with or without specific notice to you and you will abide by the decision of the Company.

8. Leave and Holidays: You will be entitled to leave and holidays as per the Company Policies.

9. Commercial discipline: You will not indulge yourself into any verbal commitments or dealings on behalf of the Company, which may cause commercial losses to Company or adverse impact on profitability of the company or for which you have no authority. You shall also not enter into any commitments with respect to alteration of any approved price policy of the company without obtaining prior sanction from the appropriate superior authority. All the business transactions have to be dealt only in writing as per official approvals received from your Superiors. In case of any violation of this clause, all damages due to your act or non-act, will be recovered from you by the Company.

10. Handing over charge of Company's property on termination/separation of employment:

- a. Upon your separation from the company for any reason, you are bound to return all properties/assets of the Company which were given to you by the company e.g. Laptop, Desktop, mobile handset, identity card, Access Card, Motor Vehicle, Power of Attorney, Letter of authority or other properties including Company leased/rented/owned accommodation, if any, in your possession to the Administration department or any other person nominated by the Company. Further you are also required to return all confidential information including correspondence which you may have conducted in connection with the business of the Company or on its behalf, whether, this information or data is of commercial, technical or other nature regarding Company products and technologies, calculations, methods of operations, computerized systems and softwares, R & D programs or any other information of confidential and or proprietary nature. . In the event of your failure to return to the Company any of its property/ assets or accommodation referred above, you would be deemed to have committed the offence of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/ assets / accommodation in an unauthorized and illegal manner.
- b. At the time of your leaving, you will also ensure that all your on-going activities including all tasks are successfully completed, to the satisfaction of your reporting manager. Your final dues settlement with the company will be subject to submission of a No-Dues certificate, completion of exit formalities of the company, and submission of satisfactory-completion-and-handing-over-task certificate from your Reporting Manager.

11. Retirement: Please note that unless your services come to an end on account of resignation, Termination or dismissal, you will retire on your attaining the age of 60 years or earlier if found medically unfit. However your retirement age shall be subject to change as per the applicable enactments from time to time.

12. Full Time Employment: While in employment with our company you will not, under any circumstances, be permitted to work for any other Company, firm or persons either part time or full time, nor be associated as Advisor or Partner whether paid or not for your services.

13. Confidentiality: During the term of your employment with the Company or at any time thereafter, use or disclose to any other Company, firm, institution or person any of the secrets, business or affairs of the Company, nor shall you, without the previous consent of the Company at any time during the currency of this contract, publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication, or teach/demonstrate any know-how acquired, either for remuneration or otherwise, relating to the affairs of the Company. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software material, documents or any other property of the Company out of the work premises, nor shall you in any way at any time/s disclose, divulge or make public any information or matter concerning the technology, processes, packaging, accounts, transactions, dealings, trade secrets of the Company whether the same may be confided in you or become known to you in the course of your employment with us or otherwise.

14. Non Solicitation: You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

15. Policies, Rules and Regulations: You will observe and be bound by all the policies, code of conduct, rules and regulations of the Company, as may be amended from time to time. The policies, rules and regulations are available with Human Resource Department. The policies, rules and regulations of the Company are by reference included as terms of this letter and acceptance of the terms of this letter will be deemed to imply acceptance of the terms of the policies, rules and regulations of the Company. Accordingly, you will be held responsible for all acts, omissions and non-compliance of rules and regulations, policies, procedures, norms and systems laid down by the management from time to time.

16. Intellectual Property and Discovery of New Procedure: In consideration of the Company entering into this contract with you, you hereby agree and acknowledge that (i) the Company or any of its associate/subsidiaries as the case may be, shall be the sole and exclusive owner of any and all intellectual property developed by you during the subsistence of this agreement either alone or with others pertaining to the operations or business of the Company and (ii) you shall have and shall make no claims in respect thereto. You hereby irrevocably and unconditionally waive any and all moral rights or any rights of similar nature under any law in any jurisdiction in and to any and all material written created or devised by you, whether solely or jointly and pertaining to the operation or business of the Company. You shall not without prior written permission of the Company disclose to anyone outside of the Company and its subsidiaries or use in other than the Company or its subsidiaries business either during or after the termination of the contract any confidential information or material received from its subsidiaries or any information or material received in confidence from a third party by the Company or its subsidiaries or associate companies. On the termination of the contract you will return all property of the Company and its subsidiaries in your possession including all confidential information or materials such as drawings, notebooks, reports or any other documents in any form, electronic or otherwise.

17. Address for Communication: You will in writing advice the Human Resources Department the address to which communications to you shall be sent, and any communication sent to you at such address shall be deemed to have been duly sent by us and received by you. Your address shall be as advised last by you to us in writing. All communications sent to such address by ordinary mail or registered post shall be deemed to have been delivered to you within four days of posting and those sent by telegram within 48 hours of their being sent.

18. Date of Birth: The information given by you in this respect has been entered in our records, and it cannot be altered at your option hereafter. It will be the sole evidence of your age in relation to all matters pertaining to your service. For this purpose, you may be required to produce photocopy of school leaving certificate or a certificate from the register of births and deaths maintained by Govt. Authorities, certifying your date of birth.

19. Instructions / Directions: You will adhere to such instructions and directions issued to you in connection with the performance of your duties assigned to you from time to time in the interest of the Company.

20. Media Interaction: You will not interact with the media - electronic, print or otherwise in India or overseas, during or outside work hours, either on behalf of the company or in your own personal capacity for any matter related to the company, unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

21. Disputes arising out of your employment: Irrespective of your place of joining the employment of the Company or posting, only courts in New Delhi shall have jurisdiction to adjudicate disputes arising out of your employment (past, present or future) with us.

22. Non compete, Non solicitation: You undertake that during your employment and for a period of 2 years following separation, you shall not, whether directly or indirectly, alone or together with other persons, on own account or in conjunction with, through or on behalf of any agents, affiliates, joint ventures, financier or first degree relatives, whether as director, manager, shareholder, employee, consultant or in other capacity do any of the following:

- Engaged or be engaged in any business or activity aimed at generating competing business in relation to the company.
- Acquire or hold any interest in any company or other business or activity which is engaged in any Competing Business except for normal passive investments in securities such as shares, bonds etc. listed on a reputable stock exchange, provided the party's influence on the issuer of the relevant listed security is insignificant.
- Solicit or endeavor to entice away from dealing with the Company and its affiliates any customer or supplier.
- Supply or provide any goods or services normally supplied by the Company to any person who was at any time a customer of the same.
- Hire, employ or endeavor to entice away from being employed or hired by the company or its affiliates any person who within a period of two (2) years at any time has been an employee, manager or independent contractor of VLCC. The geographical territory where this covenant shall apply consists of all the countries where VLCC operates.
- The term "separation" shall for the purpose of this clause be understood to mean the last working date with the company.
- You shall be liable for any and all damages, direct or indirect, caused to the Company or their clients due to any breach by you of this section. Such damages would include actual damages and lost profits. The Company shall also have the right to seek other remedies, including but not limited to an order for specific performance or an injunction against you to comply with the relevant undertaking and or to cease such breach infringement.



VLCC Health Care Limited 64, HSIIDC Sector-18, Maruti
Industrial Area Gurgaon 122 015, Haryana, INDIA
CIN: U74899DL1996PLC082842

T +91 11-41631975
F +91 11-41080266
www.vlccwellness.com

No other verbal arrangements have been made further to this agreement. Any amendments and additions to this Contract, including amendments and additions to this Clause, are required to be made in writing.

Please note that the terms and conditions and other stipulations covered under this contract of employment, shall form the sole basis of the relationship between you and the Company and no other promises, assurances or indications of any kind, shall form part of this contract of employment, unless the same is specified in writing to that effect.

The validity of this Appointment letter is at all times subject to the positive verification of all references given you about your prior employment, certificates & bio-data /CV.

You shall submit copy of your PAN card and Aadhar Card or other required documents to the Company for the records of the company and for statutory compliances.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We are pleased to welcome you to the VLCC family and look forward to a fruitful collaboration.

Best Wishes,

For VLCC Health Care Ltd.

Chandrima De

Head - Human Resources Department

ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment / employment declare that I hereby unconditionally and irrevocably accept the same.

Signature of Employee

Annexure - A (COMPENSATION STRUCTURE)			
	Employee Name	Ms Aishwarya K S	
	Designation	Dietician	
	wef (date of Joining)	17th June 2023	
		Amount in INR	
A	Fixed base salary	Per Annum	Per Month
	Basic	73150	6096
	HRA	36575	3048
	Special Allowance	99275	8273
	Total Base Salary (Sub Total A)	209000	17417
B	Choice Pay		
	Company Car or Car hire cost to company	0	0
	Driver Reimbursements	0	0
	Fuel & Maintenance Reimbursements	0	0
	Books & Periodicals Reimbursements	0	0
	Leave Travel Assistance (LTA)	0	0
	Choice Pay Total (Sub Total B)	0	0
	Gross Salary (Sub Total A + Sub Total B)		
C	Other Benefits provided by the employer		
	ESIC Employer Contribution	6793	566
	PF Employer Contribution	20691	1724
	Group Personal Accident Insurance	0	0
	Group Mediclaim Insurance	0	0
	Gratuity (4.81% of Basic)	3519	293
	Other Benefits - Total (Sub Total C)	31003	2583
	Fixed CTC (A+B+C)	240003	20000
D	Incentive / Performance Bonus / Variable Pay	0	0
	Total TCTC (A+B+C+D)	240003	20000

Notes:

1. Incentive/performance bonus / variable pay (if any) will be payable as per company policy from time to time and is paid for individual, outlet and company performance.
2. The choice pay are the maximum permissible limits and is applicable at certain level only.
3. Gratuity is payable after completion of 5 years of continuous service with the company.



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www.vlccwellness.com

For VLCC Health Care Ltd.

Chandrima De

Head - Human Resources Department



CONFIRMATION MAIL - S2M HEALTH (MEDICAL CODING) TRAINEE

1 message

<divya.m@s2mhealth.com>

To: rathivasan11@gmail.com

Cc: hr@s2mhealth.com, Sophia@s2mhealth.com

Fri, 29 Sep, 2023 at 3:41 pm

Dear Rathhi Devi ,

Greetings from S2M Health!!!

On behalf of **S2M Health Pvt Ltd**, I am pleased to confirm you a position of **Medical Coder** on the following Terms & Conditions:

- 0 1. You will be entitled to a CTC of **Rs. 15000 PM (Rs.180000 PA)** & Your Net pay would be **Rs. 11400 PM (Rs 136000 PA)**
- 0 2. Your appointment will have a **180 days' introductory period**. The position will be confirmed, after the mentioned period, subject to your performance.
3. Your date of joining will be **09th Oct, 2023**.
- 0 4. This confirmation is subject to completing other joining formalities.
- 0 5. At the time of joining, you are requested to bring the following documents in original, along with one copy of each.
- 0 6. During the probation period, you may be terminated if the company is not satisfied with your performance or due to any other reasons without any notice. You may also be liable to compensate the company for all the trainings imparted to you during the probation period or thereafter as determined by the company.
- 1 7. To move to the production level and receive the stipend of **Rs 5000** you must successfully complete the training program of 1 month and pass the assessments. Failing to meet these requirements may result in termination of your employment with the company.
8. Service agreement for the employment is **18 months**.

S. No.	Documents Required
1	Copies & Originals of all educational certificate and Birth Certificate (Hard copies and soft copies in mail)
2	Six copies of recent passport size photographs.
3	Self-ID Proof – 2 copies (Passport/ Driving License/Voter's ID/ Ration Card/ PAN Card/ College ID)

S. No.	Documents Required
4	Residence Proof – 2 copies Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / Mobile Bill or Telephone Bill / LIC Policy / BANK Passbook/ Electricity Bill/Gas Bill/Water Bill/Rental Agreement- (Letter from owner or Self Declaration letter required if it's not in your name)
5	Copy of PAN Card (Mandatory)
6	Copy of AADHAR Card (Latest E-Aadhar Mandatory)
7	Bank Passbook (Hard copy for salary process)
8	Carry updated resume - Documentation
9	Take printout of this mail

The details are as follows:

Job Location: S2M Health Pvt Ltd : Covai Tech park, Tower – 3, Plot No.12,4th Cross street,
Kovai Thirunagar,Indira Nagar,Civil Aerodrome Post,
Nehru nagar West, Coimbatore – 641014, Tamilnadu .

Dress Code: Formal (Mon – Thurs) / Business Casual (Fri – Sat)

Whom to Meet: Venkat

Person to Contact: 9884047111/9884614111

Regards,

Divya M

Senior HR Executive



NALAM HOSPITAL

A Multi-Speciality & Diabetes Hospital



DHIVYA SRI .A

DIETICIAN

E.No:N23007

63/2, Lake Rd, Sriram Nagar, Theni - 625531

☎ 1800-123-444-333

☎ 9994074400, 9994084400



Ms. Ashwanya Tamilarasan
113 Velar Street
Arappalayam, Madurai
Tamil Nadu - 625016
Email - ashwanyatamilarasan11@gmail.com

Dated: 10th October 2023

Dear Ashwanya,

LETTER OF INTENT FOR EMPLOYMENT

We take the opportunity to introduce ourselves as a business entity engaged in the business of providing IT outsourced and consulting services to clients based in United Kingdom (U.K). The offshore entities (our clients at U.K) are mainly "Solicitor Firms" rendering services to the end users there, for purchase, sale, lease, transfer of immovable properties. The work involving commercial transactions as above is outsourced to and executed by us here at Bangalore. The nature of the services rendered by us warrants and demands proper knowledge of the modus operandi of transactions concerning real estate / immovable properties.

1. This letter is a mere "Internship Offer", and can be treated as a provisional offer letter, not a final offer to employ.
2. The Internship begins from 14th October 2023. You will be on 6 months of paid internship, drawing a monthly stipend of **INR 15,000/-**. On completion of the internship, your performance will be evaluated and an offer for employment will be made based upon your performance and management's decision. This monthly stipend is subject to statutory deductions, at the prescribed rates, as notified by the competent authorities from time to time. After applicable statutory deduction(s) which is currently 10% the "Monthly Stipend" would be digitally transferred to your bank account.
3. After Successful completion of the "On Job Training" the candidate will be evaluated as per the due process of selection, for employment with us, including but not limited to background scrutiny, oral interview, written skill test and various other tests to assess the eligibility of a candidate. You will be placed at ANZA Business Services Pvt. Ltd. As an Associate/Sr. Associate with a salary ranging from Rs. 2.5 Lacs to 3 Lacs per Annum.
4. Candidates will be placed in our Bangalore office during the 6 months of the OJT program. Later, depending upon your Performance and Team Leader's input, you will be offered work from home.



5. This "Expression of Intention" is not an invitation or solicitation to anybody to enroll for any course with any Institution whatsoever.
6. In the event of your resignation, the company in its sole discretion will have the option to accept the same and relieve you prior to the completion of the stipulated notice period of one month. In all other events the notice period will be 30 calendar days from the date of your written intent to leave the internship program.
7. You will have to ensure that you have a personal laptop/desktop, along with high-speed internet connection and power backup, for this On-the-Job Training and further employment with us. Our IT Team will help you with the system configuration and other pre-requisites to make this work from home model successful. Please note we will not proceed until these arrangements are in place.
8. Your working days will be 6 days per week. The 6th day, on Saturday's, will be based upon the business requirement and your manager's discretion.
9. **Due to GDPR data compliance rules, you will be bound by the same and cannot disclose the name of any of our clients on any public platform, including social websites. You will have to seek prior permission and in the event this clause is breached then you will be held financially liable for damages to the extent that a court of law will award.**

Thanking you,
For Anza Business Services Pvt. Ltd.,

Jesmy Francis,
Sr. HR Executive.

I have read and understood the terms and conditions as mentioned in the above OJT letter dated 10th October 2023 given to me by M/S. ANZA BUSINESS SERVICES PVT LTD., I accept the same and the terms and conditions as incorporated in the said intent letter.

Signature: Ms. Ashwanya Tamilarasan
PAN Card No.: CJXPT8855J



27-02-2023

To,

Bhavani G

Madurai

Dear Bhavani,

Greetings!

We are pleased to offer you the position of **Jr Software Developer** in BSETEC at **Madurai**. You are expected to join us on **01-03-2023**.

Your Annual CTC will be **Rs. 1,80,000/-** (Rupees One Lakh Eighty Thousand Per Annum) Only.

A notice period of sixty days should be served for resigning from the company, subject to the approval of your reporting manager.

You are asked to submit the following on the day of joining:

1. Profile (duly filled in)
2. Certificates regarding educational qualification
3. Copy of Offer Letter
4. Photocopy of Permanent Account Number (PAN) card
5. Detailed Resume & Photos [4 Passport size]
6. Photocopy of Aadhar Card

Of the previous employment(s):

8. Relieving Order
9. Last 3-month Salary Slip
10. Form 16 (If Applicable)

You will be expected to sign a separate contract of employment, which will include a non- disclosure agreement.

Note: This offer letter is valid only for a month, if there is any delay in Joining within the stipulated date, it will be considered as void.

Please acknowledge copy of this letter, indicating the acceptance of the contents and send a reply mail to us.

We ensure that you have a fantastic chance to learn a lot, both in terms of technology and personality, in our BseTec and we are confident you will be able to make significant contribution to the success of company and look forward to work with you.

We wish you a bright career with BSEtec!!

For Bricksteel Enterprises Infotech Pvt Ltd



D. Karthikeyan
Head – Administration
+91 96777 17034
karthik@bsetec.com





27-02-2023

To,

Deepika S

Madurai

Dear Deepika,

Greetings!

We are pleased to offer you the position of **Jr Software Developer** in BSETEC at **Madurai**. You are expected to join us on **01-03-2023**.

Your Annual CTC will be **Rs. 1,80,000/-** (Rupees One Lakh Eighty Thousand Per Annum) Only.

A notice period of sixty days should be served for resigning from the company, subject to the approval of your reporting manager.

You are asked to submit the following on the day of joining:

1. Profile (duly filled in)
2. Certificates regarding educational qualification
3. Copy of Offer Letter
4. Photocopy of Permanent Account Number (PAN) card
5. Detailed Resume & Photos [4 Passport size]
6. Photocopy of Aadhar Card

Of the previous employment(s):

8. Relieving Order
9. Last 3-month Salary Slip
10. Form 16 (If Applicable)

You will be expected to sign a separate contract of employment, which will include a non- disclosure agreement.

Note: This offer letter is valid only for a month, if there is any delay in Joining within the stipulated date, it will be considered as void.

Please acknowledge copy of this letter, indicating the acceptance of the contents and send a reply mail to us.

We ensure that you have a fantastic chance to learn a lot, both in terms of technology and personality, in our BseTec and we are confident you will be able to make significant contribution to the success of company and look forward to work with you.

We wish you a bright career with BSEtec!!

For Bricksteel Enterprises Infotech Pvt Ltd



D. Karthikeyan
Head – Administration
+91 96777 17034
karthik@bsetec.com





27-02-2023

To,

Dharani Devi V

Madurai

Dear Dharani Devi,

Greetings!

We are pleased to offer you the position of **Jr Software Developer** in BSETEC at **Madurai**. You are expected to join us on **01-03-2023**.

Your Annual CTC will be **Rs. 1,80,000/-** (Rupees One Lakh Eighty Thousand Per Annum) Only.

A notice period of sixty days should be served for resigning from the company, subject to the approval of your reporting manager.

You are asked to submit the following on the day of joining:

1. Profile (duly filled in)
2. Certificates regarding educational qualification
3. Copy of Offer Letter
4. Photocopy of Permanent Account Number (PAN) card
5. Detailed Resume & Photos [4 Passport size]
6. Photocopy of Aadhar Card

Of the previous employment(s):

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9. Last 3-month Salary Slip
10. Form 16 (If Applicable)

You will be expected to sign a separate contract of employment, which will include a non- disclosure agreement.

Note: This offer letter is valid only for a month, if there is any delay in Joining within the stipulated date, it will be considered as void.

Please acknowledge copy of this letter, indicating the acceptance of the contents and send a reply mail to us.

We ensure that you have a fantastic chance to learn a lot, both in terms of technology and personality, in our BseTec and we are confident you will be able to make significant contribution to the success of company and look forward to work with you.

We wish you a bright career with BSEtec!!

For Bricksteel Enterprises Infotech Pvt Ltd



D. Karthikeyan
Head – Administration
+91 96777 17034
karthik@bsetec.com





09-03-2023

To,

Jenifer D

Madurai

Dear Jenifer,

Greetings!

We are pleased to offer you the position of **Trainee Developer** in BSETEC at **Madurai**. You are expected to join us on **08-05-2023**.

Your Annual CTC will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Per Annum)** Only.

A notice period of sixty days should be served for resigning from the company, subject to the approval of your reporting manager.

You are asked to submit the following on the day of joining:

1. Profile (duly filled in)
2. Certificates regarding educational qualification
3. Copy of Offer Letter
4. Photocopy of Permanent Account Number (PAN) card
5. Detailed Resume & Photos [4 Passport size]
6. Photocopy of Aadhar Card

Of the previous employment(s):

8. Relieving Order
9. Last 3-month Salary Slip
10. Form 16 (If Applicable)

You will be expected to sign a separate contract of employment, which will include a non- disclosure agreement.

Note: This offer letter is valid only for a month, if there is any delay in Joining within the stipulated date, it will be considered as void.

Please acknowledge copy of this letter, indicating the acceptance of the contents and send a reply mail to us.

We ensure that you have a fantastic chance to learn a lot, both in terms of technology and personality, in our BseTec and we are confident you will be able to make significant contribution to the success of company and look forward to work with you.

We wish you a bright career with BSEtec!!

For Bricksteel Enterprises Infotech Pvt Ltd



D. Karthikeyan
Head – Administration
+91 96777 17034
karthik@bsetec.com





HONDA (HRA)

Email : rkala6409@gmail.com

Mobile : 94873 88983
Office : 94892 88983

JOB SOLUTIONS

Ref. :

Date : 19/12/22.

To

The Managing Director

M/s R. Maya
Virugambakkam,
Chennai,

Respected Sir / Madam

Herewith we are forwarding Mr/Mrs. Miss S. Uma Maheswari - MCA

for the post of System Admin / Development (place of Madurai) The candidate is
selected we request you to appoint him/her in your esteemed concern.

Thank you,

yours faithfully,

M. S. J.
For HONDA HRA

towards challenging future...

134/1, 4th Street, Gandhipuram, Coimbatore - 641 012.

MR. R. MAYA
PH: 9840118386 / 7604913799
CHENNAI CHARGES (ONE THOUSAND ONLY)

JOINING DATE : Jan 1st WK 10.00 A.M

BIO-DATA
PASSPORT SIZE PHOTO - 2
CERTIFICATE XEROX & ORIGINAL
AADHAR CARD XEROX

ALL THE BEST

To: MR. R. MAYA
NO.32, SANJAY GANDHI NAGA
VIRUGAMBAKKAM, CHENNAI -

BUS STOP : 16J, 16K, M27
KOYAMBEDU TO
VIRUGAMBAKKAM
ELANGO NAGAR



T.KANMANI

cream **RPO**

Deputed to

 **ராணி**
இதழ்



KONGU NATUROPATHY AND YOGA
MEDICAL COLLEGE HOSTEL GIRLS



Transform Yourself

Perundurai, Erode - 638 060 Phone : 04294 226750.

STAFF ID CARD



A. NAVEENA

**TELEPHONE OPERATOR &
CARE TAKER**

C. M. S.
PRINCIPAL



23/07/2003



B+ve



**113, EAST STREET,
KASAMPATTI, REDDIAPATTI,
DINDIGUL, TAMILNADU,
PINCODE-624401.**



9345169095



KONGU NATUROPATHY AND YOGA MEDICAL COLLEGE

(A Unit of The Kongu Vellalar Institute of Technology Trust)

(Approved by Govt. of Tamilnadu & Affiliated to The Tamilnadu Dr.M.G.R. Medical University, Chennai.)

THOPPUPALAYAM, PERUNDURAI - 638 060.

Ph : 04294 - 226750, 226504, 226744

Email : kongunymc@kongu.edu Web : kongunymc.ac.in

KONGU
Assessing the Best

ENKATACHALAM B.Sc.,
Correspondent

Ref: KNYMC/Estt/03/2023-24

10.07.2023

APPOINTMENT ORDER

Sub: Appointment of Care Taker in KNYMCH

Ref: Minutes of the Staff Selection Committee Meeting held on 06.07.2023.

Further to the interview conducted at our college on 06.07.2023, **Ms.Naveena A** is appointed as **Care Taker cum Telephone Operator** in the Kongu Naturopathy and Yoga Medical College Hostel (GIRLS) and Hospital in the Consolidated of pay of **Rs.14,000/-Per Month**. The appointment is subject to the terms and conditions mentioned below:

Initially she will be on probation for a period of one year or until the satisfaction of the management. She shall submit all the original certificates of educational qualifications, age, experience, relieving order from the previous employer, if he is already employed, etc at the time of joining duty.

She should get prior permission of the college before applying for any outside job or for admission to higher studies. The appointment may be terminated at any time by two months notice given on either side without assigning any reason. However she will not be relieved in the middle of an academic year. She is further governed by the rules and regulations of the College framed from time to time.

Enkatchalam
10/7/23
CORRESPONDENT

To
Ms.Naveena,
113, East Street,
Kasmpatty, Reddiapatti,
Natham, Dindugal - 624 401.
Phone: 9345169095

Copy to: 1. The Principal, KNYMC.
2. Establishment Section.
3. File.

Abirami Offer Letter

Fwd: Offer Letter Tata Capital Inbox x



williams shyamala

to me ▾

8:20 AM (3 hours ago)

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

From: **Abi Rami** <abi201223@gmail.com>

Date: Fri, 19 Jan 2024, 8:18 am

Subject: Fwd: Offer Letter Tata Capital

To: williams shyamala <shyamala1277@gmail.com>

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

From: **Yogesh Jayaraman** <Yogesh.Cbsl@tatacapital.com>

Date: Thu, 14 Dec 2023, 5:45 pm

Subject: Offer Letter Tata Capital

To: abi201223@gmail.com <abi201223@gmail.com>

Cc: Santhoor S <Santhoor.S@tatacapital.com>, B santosh raju B santosh raju <BBsantoshraju.Cbsl@tatacapital.com>

Dear ABIRAMI,

Greetings from Tata Capital Financial Services Limited.

Further to our interview and subsequent discussions, we are pleased to offer you the position of Customer Sales Executive in grade CSE.

Your Total Annual Fixed Cost to Company will be Rs.161320/- as detailed below.

This offer is valid for a period of 7 days from the date of this mail. You are requested to acknowledge the offer, failing which the offer shall stand revoked.

Your candidature would stand confirmed for the said position, subject to clearance of your reference check post-employment.

The detailed appointment letter will be provided on the day you join the Organization.

Particulars	Monthly(Rs.)	Yearly(Rs.)
Basic Salary	6500	78000
HRA	3900	46800
Special Allowance	0	0
Composite Allowance	1671	20047
Gross Salary	12071	144847
PF(Employer Contribution)	980	11766
ESIC	392	4708
Cost to Company(CTC)	13443	161320

Kindly note your Job Confirmation is subject to Back Ground Verification Approval.

Attached herewith is the BGV form – take a printout of the same, fill it, sign it and bring the hard copy the day you join the office.

Also please get the below documents.

Also please get the below documents.

1. Educational Documents
2. Appointment Letter of the previous Organisation.
3. Relieving Letter of the previous Organisation.

Warm Regards,

Yogesh Jayaraman,

Human Resources

Tata Capital Financial Services Limited.

Centennial Square | 1st Floor | 6A Dr Ambedkar Salai | Kodambakkam | Chennai – 600 024

E-mail Jyogesh.cbsl@tatacapital.com | www.tatacapital.com |9003177400|

cid:image001.jpg@01D91C42.C3CFB910

Disclaimer & Privilege Notice: This e-Mail may contain proprietary, privileged and confidential information and is sent for the intended recipient(s) only. |

CHILDREN CHARITABLE TRUST

ID No: CCT/PRM/11

Enrolment date: 16.10.2023

Ms. DHARANI**Sub: Appointment Letter for the post HOME INCHARGE****Agreement renewal Appointment from 1st April , 2023 to 31st March , 2024.**

We are pleased to offer you an appointment as "**HOME INCHARGE**", in our Home located in (Perambalur /Coimbatore/Chennai/Outreach) in a respective place on the following terms and conditions:

Your Probation will be for a period of Three months.

1. Your (CTC) would be (₹. 13000 /-) and the break-up of the CTC is as follows:
 - A. Your Salary: ₹
 - B. The Candidate Must Submit any one of the Original Certificate to the Management the time of your relieving it's handed back to you.
 - C. In year you will have 15 days annual leaves including 12 casual leaves. All leave request be informed in earlier time to the management or to the responsible person.
 - D. The salary of the staff is confidential hence you are requested not to reveal the same to others. And the salary will be paid by the following month within 6 days
 - E. One month prior information must for your reliving the Job
 - F. Be flexible in the management transfer for the arability of the organization and for its growth.

Congratulations on your appointment and enter into the family of Children Charitable Trust. Bring your knowledge to integrate with our service to promote better society. We look forward to years of fruitful cooperation and success.

For CHILDREN CHARITABLE TRUST



President

Employee Signature**CHILDREN CHARITABLE TRUST****Date:**

NalandaWay



FRANCIS NEEJA J

PROJECT FACILITATOR

NalandaWay Foundation,

No: AH - 123, 2nd Floor, AH Block 4th Street,

Anna Nagar, Chennai - 600 040, India.

91-44-43500127 | contact@nalandaway.org

www.nalandaway.org



JVS EXPORT

Plot.No.1&2, Madurai Integrated Textile Park
Thathampatti, Village, Vadipatti Post-625218
Madurai District. Ph:04543-255371/72/73



M. JANANI

Welfare Officer-HR Department

Emp No:8061



Vikisol Technologies pvt,Ltd.

23-25/10,jyothinagar,Hyderabad

Dear Ms Livitha

Congratulations! We are pleased to confirm that you have been selected to work for Vikisol Technologies Pvt Ltd.

With reference to your application and the discussions we have had with you, we are pleased to appoint you as a “**HR Recruiter**” at the **Vikisol Technologies Pvt Ltd, India** on a salary of **RS.15,000/-** per month plus other perquisites. You will be based in **Hyderabad**.

We would like you to start work on **09-10-2023** at **9:30AM**. Please report to **Sushmitha**, for documentation and orientation.

Please sign the enclosed copy of this letter and return back to us to indicate your acceptance on this offer.

We are confident that you will be able to make a significant contribution to the success of our **Vikisol Technologies Pvt Ltd** and look forward to working with you.

Sincerely,
Seeli Syam Prabhakar,
CEO,
Vikisol Technologies Pvt Ltd.

Vikisol



Vikisol Technologies pvt,Ltd.

23-25/10,jyothinagar,Hyderabad

Annexure B

Fixed Components	CTC per Month	CTC Per Annum
Basic	7,500	90,000
House Rent Allowance	1,500	18,000
Special Allowance	-	-
Other Allowance	4,000	4,000
Total Fixed Salary	15,000	1,80,000
Benefits	-	-
PT	200	2,400
PF	1,800	21,600
Medical(insurance)	-	
Total Deferrals	2000	24,000
Total CTC	13,000	1,56,000

AR. A. S. MOTORS PVT LTD

NO 35/1, SAMAYANALLUR ROAD VILANGUDI MADURAI Tamil Nadu 625018 India



Payslip for the month of October 2023

Employee Pay Summary

Employee Name	NANDHINI N, 5904828
Designation	CASHIER
Date of Joining	18/08/2023
Pay Period	October 2023
Pay Date	31/10/2023
Pt. A/C Number	MD/MDU/0042421/000/0011139
LIAN	102000534573
ESI Number	5703651809
Bank Account No	35884850860

Employee Net Pay

₹12,605.00

Paid Days : 30 | LOP Days : 1

Earnings	Amount	YTD	Deductions	Amount	YTD
Basic + DA	₹10,645.00	₹30,232.00	Rec.Club	₹50.00	₹150.00
House Rent Allowance	₹1,250.00	₹1,250.00	EPF Contribution	₹1,277.00	₹1,277.00
Travelling Allowance	₹1,250.00	₹1,250.00	Employee State Insurance	₹99.00	₹99.00
Bonus	₹886.00	₹1,885.00			
Gross Earnings	₹14,031.00		Total Deductions	₹1,426.00	

| Total Net Payable ₹12,605.00 (Indian Rupee Twelve Thousand Six Hundred Five Only)

**Total Net Payable = Gross Earnings - Total Deductions

- This is a system generated payslip, hence the signature is not required. -

Fwd: Offer Letter - Trainee Tour Executive | Vijitha

External

Inbox x



vijaya shanthi

to me ▾

10:01AM (1 minute ago)



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

From: vijithar 2002 <vijithar2002@gmail.com>

Date: Tue, 5 Dec, 2023, 10:41 am

Subject: Re: Offer Letter - Trainee Tour Executive | Vijitha

To: vijaya shanthi <yuvaprasanna82@gmail.com>

R.vijitha

On Sat, Oct 14, 2023, 11:38 AM Lakshmi Dharini <hr@appleholidaysds.com> wrote:

Dear Ms.Vijitha

We are pleased to inform you that you have been selected for the position of "Trainee Tour Executive ". Please find below details related to your offer,

Date of Join : 16th October 2023


Probation Period : 6 months

Compensation : You will be entitled for a Meal allowance of INR. 9,000 and Travel allowance of INR. 3,000.00. Therefore, you will be entitled for a Gross allowance of INR.12,000 on a monthly basis.

Benefits : Upon completion of your probation, based on your performance the company will confirm your employment and sign the employment contract of Apple Holidays DS. Thereby, you will be entitled to be a part of the AHDS benefits scheme such as Statutory leaves etc.

We request you to confirm your acceptance on or before the 16th October 2023.

If you have any questions, please do not hesitate to contact us by email.

 new sign



BLESSING MATRIC. HR. SEC. SCHOOL

(Recognized By Government of Tamilnadu)

ACHAMPATHU, MADURAI - 625 019.

Ph : 0452 - 2456060, Mobile : 73730 77728 / 32 Email : blessingschoolmdu@gmail.com

June 13, 2023

APPOINTMENT ORDER

To

Ms N Narmatha., B.Sc.,
4/159, Ambedhkar Street,
Nagamalai, Madurai -19

Ph.No: 9994189154

Dear Ms Narmadha,

Greetings from Keren Schools.

We are glad to inform you that you are appointed as a **Primary School Science Teacher** in our school.

We expect you to **join duty on 14th June 2023** and to work with us minimum of one Academic year. In case of leaving in the middle of the academic year, you have to give in writing three months notice in advance.

The permanence of the role is subject to the performance in the first year of employment.

Wish you all the best as you join our staff Team.

Thanking You.

Yours Sincerely

B. Jebamalar

KEREN

MATRIC HR SEC SCHOOL



Achampathu, Madurai - 625 019

0452 2456060, 7373077728



NARMATHA. N

Dept. of Science

Narmatha. N

PRINCIPAL

2023-2024

Date of Birth 30.5.2003

Blood Group AB +VE

Contact Address

4/159, AMBETHKAR STREET
NAGAMALAI
MADURAI

Contact Number :

9366956102

6385262213

KEREL GROUP OF INSTITUTIONS

CHIDAMBARAM/USILAMPET

ADIPATHI/SIVAGANGA

www.kerenschool.com

KEREN

PUBLIC SCHOOL
SENIOR SECONDARY



Checkanurani, Madurai - 625 514
9282521184, 754007141



EMIL SHARON. P

Dept. of ENGLISH

Jayashree

PRINCIPAL

2023 - 2024



[RNS associates]

Letter of Appointment

Dear. V.Ananthi,

Appointment as :Accountant

We refer to your recent interview for the position and are please to advise that we are offering you the position with [rns associates] effective from [01/07/2023] and completing joining formalities as per our company forms

On terms and conditions detailed in our offer of this position accepted by you ,kindlyconfirmyouracceptance, we are happy to appoint you for this position

Your Sincerely,

For RNS association



Edit with WPS Office



PENGUIN APPARELS (P) LTD.

Regd. Office :
Plot No. 2, Meenakshi Nagar
GST Road, Pasumalai, Madurai - 625 004.

CIN No : U18101 TN1990PTC019054
GST : 33AABCP7832P1Z0
Tel : 0452-2372377, 2372477
Email : office@penguinapparels.com

Ref. No.

Date

10.05.2023

Ms.HAMSAVARTHINI R

D/o Rajkumar K,
71/31 Visuvasapuri 1st street,
Gnanaolivupuram,
Madurai South,
Madurai.

With reference to your application and the final interview held, we are pleased to appoint you as Production HR in our organization with effect from 10.05.2023 on the following terms and conditions.

- 1.You will be a whole time employee of this company and so devote your full time Attention, Energy, Skill and Ability to the business of the company.
- 2.You will be paid a consolidated Salary of Rs.12,000 (Rupees Twelve Thousand Only) per month, during the Probation Period.
- 3.You shall carry out the Company's orders and instructions promptly and do your best to promote the company's interest and business.
- 4.You will be stationed in our Factory in Madurai. However, you will be liable to transfer to any branch office or in any one of the Sister concerns of the company as decided by the Management from time to time.
- 5.You shall have to abide by the rules and regulations of the Company as amended from time to time and shall have to work in such suitable capacity as determined by the Management of this company.
6. Either during your employment or thereafter you shall not discuss, divulge or communicate to any other person any information pertaining to the Company's affairs, technical or commercial.



PENGUIN APPARELS (P) LTD.

Regd. Office :
Plot No. 2, Meenakshi Nagar
GST Road, Pasumalai, Madurai - 625 004.

CIN No : U18101 TN1990PTC019054
GST : 33AABCP7832P1Z0
Tel : 0452-2372377, 2372477
Email : office@penguinapparels.com

Ref. No.

Date


7. You will be on probation for a period of six months. During the probation period the company may terminate your services by giving one day's notice. After confirmation in writing your confirmed services are liable to be terminated with one-month notice from either side or by giving compensation in lieu thereof.

8. In case of any misconduct, dereliction of duty, lack of loyalty and breach of trust on your part, your employment may be terminated without any notice to you.

9. Please sign the duplicate copy of this letter signifying your acceptance of the above terms and conditions.

For PENGUIN APPARELS (P) LTD




Managing Director

I accept the above terms and conditions.


(HAMSAVARTHINI R)

Date: 15th May 2023

Ref:SISPL/2023/1312

Name: Ms. Muthuyegammai Chockalingam

Address: No. 8-2/84, Hospital Road, Kottaiyur, Sivagangi, 630 106.

We are delighted to welcome you to our organization with the full enthusiasm to Succeed. You will be an integral part of a high energy & dynamic work environment. We believe in deep & enduring relationships and welcome you to excel, learn, grow, and build an enriching & rewarding career with us. The following points outline the offer details.

1. **Offer Details:** We are pleased to offer you the position of "Talent Acquisition Executive – Human Resource", Grade 01. Your total Cost to Company (CTC) inclusive of all benefits is INR 1, 44,000.00/- (Rupees One Lakh Forty Four Thousand Only) per annum.

2. **Offer Validity:** This offer is valid till 10/05/2023. Kindly ensure that you confirm your acceptance of the offer in writing, on or before 13/05/2023. The offer stands null and void thereafter, unless the offer acceptance date is extended and communicated to you in writing. This offer supersedes all prior communication, written and oral.

3. **Offer Conditions:** This offer and your subsequent employment are subject to your successful completion of Background check as detailed in the attached Terms and Conditions document.

4. **Date of Joining:** Your tentative date of joining is 15/05/2023.

5. **Location:** Your work location will be Chennai, India. We wish you a long & successful tenure with us and look forward to working with you.

Best regards,



Authorized Signature

Employee Signature

Annexure 1

Leave Policies

1. **Holidays, Paid Leave & Encashment:** Shia#sh strives to create and maintain a balanced work schedule for you through our distinct leave and holiday programs.
2. **National and Festival holidays:** 11 days every calendar year.
3. **Casual Leaves (CL):** 06 days per annum. You get 0.5 days of CLs per month, for your first year, and it will become 12 days per annum from every year.
4. **Sick Leave (SL):** 12 days per annum. Sick leaves can't be encashed at the end of the financial year
5. **Maternity Leave:** Female employees can take 26 weeks of paid leaves and an extension of up to one month in cases of continued sickness, as per Maternity Benefits Act. Additionally, an extension up to 6 months is permissible, as a combination of CL, work from home, part time work or leave without pay, subject to approval.
6. **Miscarriage Leave:** In case of miscarriage, female employees are eligible for 6 weeks of miscarriage leave.
7. **Paternity leave:** New fathers are entitled to 5 days of paid paternity leave for the first two children.
8. **Adoption Leave:** If you are adopting a child, you are eligible for 12 weeks of paid adoption leave.
9. **Sabbatical leave:** Employees have an option to avail 3-12 months of leave on loss of pay as per the Sabbatical leave policy.

Other Benefits:

1. **Salary Advance Policy:** You can avail a salary advance in case of medical emergencies or marriage.
2. **Sponsorship on Certifications:** You can get sponsorships to pursue certifications as per policy

JOINING FORMALITIES

Required Documents: Please carry the originals of the below stated documents on the Onboarding Day, without fail. These originals will be verified against the scanned documents you have already uploaded in Success Factors application, during your interview and Offer process.

S.NO	Particulars of Documents
1	SHIASH Accepted Offer Letter
2	Relieving letter & Service Certificate / Proof of submission of resignation Or Resignation acceptance - Immediate previous employer(If any)
3	Last 3 months salary certificate / pay slip from immediate previous employer (If any)
4	Relieving letter / Service Certificate from all previous employers(If any)
5	Professional certifications, (If any)
6	Degree /PG / Masters Certificate (Convocation) and Marks Sheet. Provisional Certificate will not be accepted.
7	Pre University Marks Card / 12th Standard or Higher Secondary certificate
8	SSLC Marks Card / 10th Standard certificate
9	Passport (including VISA copy, if any)
10	Voters ID / Driving License ,Aadhar Card , Provident Fund - Universal Account Number (UAN) (if Any)
11	6 Recent passport size photographs with White Background Size Should be 3.5 cm X 4.5 cm
12	Dress Code for Men: Formals ,Blazer(if any), Dark coloured shirts and ties complementing the shirt(if any)
13	Dress Code for Women: Indian Formals - Sari, Salwars, Western Formals - Blazer, Shirt and Trousers, Minimal Jewelry Well dressed and groomed
14	Latest Form 16 or Current financial year Income Tax computation sheet (If Any)
15	PAN CARD
16	Deputation Letter – To be submitted by employees who are deputed from their Primary employer/Parent company.

Onboarding

Please report to the following address (Onboarding Venue) by 11.00 AM IST to complete your joining formalities. One of our executives from the HRM function will be happy to receive you and assist you during the Onboarding & Assimilation process.

SHIASH INFO SOLUTIONS PVT LTD

#51, Level 3, Tower C,

Rattha Tek Meadows,

Sholinganallur,

Chennai – 600119.

Tamilnadu, India.

Please feel free to contact the respective recruiter through email or call at

L: +91 80158 07428 |E: info@shiash.com | W: www.shiash.com

Terms and Conditions of Employment

Name: Ms. Muthuyegammai Chockalingam

Address: No. 8-2/84, Hospital Road, Kottaiyur, Sivagangi, 630 106.

In continuation to our Offer of Employment dated 15/05/2023, please review carefully the Terms & Conditions, which are applicable.

- **Pre-Employment Medical Checkup:** Your appointment is subject to being found medically fit. To this extent you will be required to undergo certain medical tests at the medical establishment stated in the attached reference letter. Please contact the medical establishment directly to fix up an appointment and ensure that you undergo the tests before the joining date i.e. 15/05/2023
- **Background check:** All information & documents submitted by you to the Company are subjected to verification by the Company or an external agency appointed by the Company, at any time during your employment with the Company. You hereby authorize the Company or any external agency, appointed by the Company, to verify your identity, address, antecedents, criminal records (wherever deemed fit) and educational qualification, employment history and any other details that would be needed as per the Company policy, prior to or upon your joining the Company, or thereafter. You are expected to extend your full cooperation during the verification. This Offer of Appointment is subject to clearing the Background Check and verification of all documents submitted by you to the Company. If you fail to co-operate or clear the Background Check, or if the information or documents provided by you are proved to be untrue, the Company reserves the right to withdraw this offer or terminate your employment, without any liability to the Company.
- **Role Expectations:** At Shia#sh, we are driven by honesty, dedication, and integrity. As an employee of Shia#sh, you must not engage in any other business, or render professional services either on a full-time or a part-time basis. Confidentiality and Data security are of utmost priority. You must keep your work strictly confidential and not divulge or disclose to any person or entity, during the term of your employment with the Company and thereafter. Any information related to the Company, its employees or associates, whom you became aware of during the term of your employment, must be treated with high confidentiality. You must not act in any manner, which is prejudicial or detrimental to the reputation and standing of the Company. Upon your joining the Company, you are required to execute various Employment Agreements governing the terms of your employment with the Company.
- **Full time employment:** As a full time employee of the Company, you cannot take up any other work for remuneration or in advisory capacity in any other trade or business associated with the similar business areas of Shia#sh, during the period of your employment, without prior permission in writing.
- **Transfer:** You are liable to be transferred or deputed, as the Company may determine, to any other location, department, or branch of the Company or its customers' sites in India or overseas.
- **Working Hours:** The official business hours on weekdays i.e. from Monday to Friday is from 10.00 AM to 7:30 PM. However, you are expected to work for a minimum of 9.5 hours per day, and have flexibility to alter your work timings suitable to your Customer Business Unit or Function. If you work in projects that demand working on different shifts, then the work days, weekly offs and shift timings will be dependent on what is registered by your Manager.
- **Leave and Holiday:** The current benefits include – Eleven (11) days National and Festival holidays every calendar year. Six (6) days Casual Leave (CL) per financial year of service - You are eligible for 0.5 days of CL per month on a prorated basis, based on the number of days worked. Twelve days(12) of sick leave available per annum – you are eligible for one day(01) of sick leave per month. 26 weeks of Maternity Leave, Twelve (12) weeks of Adoption Leave, Six (6) weeks of miscarriage Leave, as applicable, after completion of 160 days tenure in the Company. Five (5) days of Paternity or Adoption Leave, as applicable.
- **Performance:** You must perform in your role and responsibilities as per the expectations of the Company. In case your performance is not up to the expected levels, you will be informed and provided guidance through the Performance Improvement Plan (PIP). If you are not performing to the expectation even after providing PIP support, the Company reserves the right to terminate your employment.
- **Code of Conduct:** You must abide by the Code of Conduct policy of the Company, which will be communicated to you. In the event of any discrepancy or untrue information found in your application form or resume, willful neglect of your duties,

breach of trust, gross indiscipline or any other serious dereliction of duties detrimental to the Company's interests, the company has the discretion to initiate necessary disciplinary action against you that can also result with termination of your services, as it deems fit and without any notice pay what's ever.

- **Sexual Harassment:** The Company disapproves any sexual harassment, which includes unwelcome behavior of sexual nature, whether direct or by implication. Indulging in sexual harassment is misconduct under the provisions of the Conduct and Discipline rules.
- **Expense Settlement:** In case of voluntary separation with the company within one year of date of joining, all expenses incurred by the Company on relocation or any other settlement expenses, until explicitly communicated in writing, shall be reimbursed by you, to the Company. Your Separation process will be withheld, if the above stated settlements are not closed by you.
- **Information Security:** Shia#sh is a certified Company and has a well laid Information Security framework. You are expected to understand, accept and abide by the policies and procedures related to Information Security and safeguard Company and customer information.
- **Personal Information:** Personal information, which includes individual information such as Bank account, credit card, debit card or other payment instrument details, health information, medical records, are classified as 'Confidential information' and handled accordingly. You hereby agree & authorize the Company to disclose such personal information to third parties, as required for business purposes only.
- **Confidential Information:** You will not at any time, without the consent of the Head Operations, disclose, divulge or make public, except on legal obligations, any information regarding the Company's affairs or administration or research carried out, which may be confided to you or become known to you in the course of your service or otherwise. To this extent, you will be required to sign necessary agreements as may be required by the Company or as per any requirements of the customers of the Company.
- **Protection of Intellectual Property:** You may during the course of rendering your duties as an employee, create, discover or invent Intellectual Property. All such Intellectual Property is the property of the Company and you agree that all such Intellectual Property is created as a "Work for Hire". You hereby agree that all Intellectual Property Rights related to inventions at work done by you during the course of your employment will vest solely with the Company. You also hereby agree to irrevocably assign, transfer, grant and convey to the Company and its successors all rights, title interest in and to such work or invention, including but not limited to all intellectual property rights represented or embodied therein. Wherever required you need to sign and execute the required assignment agreements and documents to allow the Company to fully acquire such rights as per the requirements of the applicable law.
- **Use of Software Licenses / Internet / E-Mail:** Usage of software or email ID, not provided to you officially at the time of work, is prohibited. The Company disclaims any misuse or illegal use of Software Licenses available on the Internet or otherwise, access to Internet, Company's e-mail or such other facilities as may be extended to the employees. You will be required to sign an undertaking to this effect.
- **Notice period:** The contract of employment can be terminated by either party by giving the other ninety (30) days' prior notice. The Company reserves the right to pay or recover Basic Salary in lieu of notice period.
- **Retirement:** The retirement age is 58 years. Based on business exigencies the Retirement age may be extended up to 60 Years. Terms of the extension will be communicated in writing.
- **On Separation:** On cessation of your employment with the Company, you must immediately hand over to the Company before you are relieved, all the correspondence, Laptop, Mobile Phones, ID Cards, Access Card, A token, specifications, books, literature, drawings and other records belonging to the Company or relating to its business. You must not make or retain any copies of the same immediately after serving the notice of termination of services to the Company. The Company will notify you to whom you will hand over the property of the company. You will do all things necessary to transfer the information and knowledge pertaining to projects and assignments on which you were working. You will not be relieved from the services of the Company till the authorized person certifies taking over charge.
- **Non-Compete (On termination of your service):** You will not seek an employment or have any business association either directly or indirectly or in any manner with our customers and their associate companies during the term of your employment with the Company and for a period of one (1) year from the date of your separation with the Company. You will not in the course of any subsequent employment, use any confidential or internal information obtained during the course of your employment with the Company or during the performance of any tasks or assignment with our customers & their associate companies, agents, vendors and partners, in any manner that will compete with, or may directly cause damage to, or create a loss of business of the Company for a period of one (1) year from the date of separation. You will not entice, induce or solicit any existing staff of the Company to separate from the Company for a period of one (1) year from the date of your separation with the Company.

You must not use information obtained during your course of employment with the Company to engage in a business on your own account or as a partner with another person in a similar business that will in any way compete with or cause damage to the business interests of the Company for a period of two (2) years from the date of cessation of your employment with the Company.

- **Policies and Procedures:** The terms and conditions of employment, including those mentioned above, are subjected to and will be governed by the policies, rules and regulations and information security policies as applicable from time to time.
- **Arbitration Governing Law and Jurisdiction:** This Offer of Appointment shall, in all respects, be governed by and construed in all respects in accordance with the laws of the Republic of India.

All dispute or difference arising between the parties as to the effect, validity or interpretation of this Offer of Appointment or as to their rights, duties or liabilities here under (Disputes) shall be resolved by mutual discussion.

In the event of failure to reach an amicable solution by the parties within thirty (30) days from the commencement of mutual discussions, such dispute shall be referred to and settled by Arbitration by three Arbitrators, one to be appointed by each party and the third to be appointed by the two Arbitrators. The Arbitration proceedings shall be in accordance with the Indian Arbitration and Conciliation Act, 1996. The decision of the Arbitrators shall be final and binding upon the parties. The venue of arbitration proceedings shall be Chennai, India.

The parties hereby agree that this Offer of Appointment shall be governed by the laws of the Republic of India and agree to submit to the exclusive jurisdiction of the courts in Chennai, India, for initiating any legal action for enforcing any terms and conditions of rights and obligations under this Offer of Appointment. Kindly sign and return a copy of this letter as a token of your acceptance of the above terms & conditions of employment.

Best regards,

A circular stamp with the text "CHENNAI 800 119" and "SHIA#SH" is visible behind the signature.

Ashwini Kanniyappan

General Manager – Human Resources

Date: 15/05/2023

I have read and understood the rules & regulations of employment, HRM policies, and Information Security policies, as mentioned in this letter and agree to adhere to and abide by the same. I understand and confirm that the contents of the offer & terms of appointment are STRICTLY PERSONAL and CONFIDENTIAL between me and the Company. This information must not at any time, be disclosed, divulged or discussed, except with my Reporting Manager/HR Team. Any violation of this will be deemed unprofessional and viewed seriously.

Muthuyegammai Chockalingam

Date: 15/05/2023



Blood Group : "O" Positive
Date Of Birth : 21-08-2000
Mobile No : 9597388472
Emergency Contact.No : 9047089938

Address :
No. 8-2/84, Hospital Road,
Kottaiyur, Sivagangi, 630 106.



Phone : 0452 2361114

E-mail : pralcka7@gmail.com

Machinery Manufacturing Pvt. Ltd.,

No. 8, (S.F. No.116/3), Madurai - Melakkal Main Road, Melamathur, Madurai-625 234.

Date : 09/06/2023

Ms.Shakthi.M,
97/1 PTR Nagar,
Virattipathu,
Madurai-625016.

Dear Ms.Shakthi.M

With reference to your application and the subsequent interview you had with us, We are pleased to engage you as **Trainee** in our organization on the following terms and conditions.

1. Your training period will be for 6 months from 15/06/2023 and will automatically cease on the close of office hours on 06:30 PM.
2. During the training period you will be given a consolidated stipend Rs.12000/- (Twelve thousand only) for a month of full attendance and proportionate deduction will made for any absence.
3. At the end of the training period, if your services have been found satisfactory, your appointment will be confirmed in writing by the organization with a salary of Rs.15000/- (Fifteen thousand only).
4. Notice period from either trainee or company will be a period of 30 working days or salary on lieu of.
5. You should carry out all the orders of the superior to maintain discipline, safety, etc. during the training period.
6. You are liable to be transferred from one section to another or from one location to another or to any other place of business of the company either in existence or to be set-up in future at any place, at the sole discretion of management.
7. You should not engage yourself in any activities prejudicial to the Company's / Division's interest.
8. During the period of training, the company reserves the right to terminate your training without assigning any reasons and without any notice if:

- a) You do not meet the expectations of the management in acquiring the requisite skills and performance even after the management gave you necessary training.
 - b) Your conduct, attendance and discipline are not satisfactory as determined by the management.
 - c) It is found that any information regarding your age, qualification and other details furnished by you in the application is proved to be incorrect.
9. You shall lose your lien on your engagement as a trainee and shall be deemed to have left the training voluntary if you absent yourself continuously for a period of three days and above without prior permission and intimation.
10. The general rules and regulations of this Company / Division, which may in force from time to time, will govern you.

If you are willing to accept the offer of Training on the above said terms and conditions, please return the duplicate copy of this offer letter duly signed.

For PRALCKA Machinery Manufacturing Pvt. Ltd,



Authorized Signatory

Acceptance

I have read the terms and conditions of this appointment and confirm my acceptance of the same.

M. Shakthi

16.6.2022

(Signature and Date)

Name of the employee:

M. SHAKTHI



Private and Confidential

To

SHALINI.M,

1, Krishnapuram Colony,
6th Street,
Madurai – 625014.

Sub: Offer of Employment

Further to our discussions, we are pleased to offer you the position of **Software Developer Trainee** with Kazh Fintech Pvt Ltd.

Position & Joining:

You shall be appointed as **Software Developer Trainee** with **Kazh Fintech Private Limited**. You are expected to join on June 5th, (Monday) 2023 and report for onboarding process by 10:00 AM IST to complete your joining formalities and orientation session. In the event of you not joining us on the said date, this offer will automatically stand withdrawn.

Your job title and compensation has been discussed with you and we have mutually agreed upon the same.

Compensation:

Your monthly salary is Rs. 12000 /- (Rupees Twelve Thousand only).

Probation:

You will be on probation for a period of six (6) months from the date of joining. During this period, the Company may conduct on-going reviews to assess your performance. Based upon the reviews, your employment would be confirmed in the company. In case of any extension in the probation, you will be appropriately informed in writing. The Employer or Employee may terminate his/her employment without any reason, by giving three (2) month's prior notice after confirmation and one (1) month's prior notice during the probation period.

Kazh Fintech Private Limited

1 & 1A, UR NAGAR EXTN, ANNA NAGAR WEST EXTN, CHENNAI-600050, TAMIL NADU



Joining Requirements:

You are required to submit a copy of the following documents for joining. Without the following documents, joining formalities will not be carried out.

1. Photocopies of all relevant educational certificates and mark list starting from Xth Grade.
2. Address Proof –ID Card/Driving License/Ration Card as proof.
3. Aadhar Card Copy
4. Scanned copy of PAN Card (Mandatory)
5. 1 Passport size photograph
6. Bank account details – Account Name, Account Number, Branch and IFSC Code

Kindly send an acceptance mail on or before May 22nd, 2023. You may sign and return the duplicate copy of this letter on the joining day.

We are excited about your decision to join the company and wish you a long successful career with Kazh Fintech Pvt Ltd.

Sincerely,

for Kazh Fintech Pvt Ltd.

Solomon Ashok JN
Managing Director.
Kazh Fintech Pvt Ltd.

Kazh Fintech Private Limited

1 & 1A, UR NAGAR EXTN, ANNA NAGAR WEST EXTN, CHENNAI-600050, TAMIL NADU.

MN GURU RETAIL SOLUTIONS
OFFER LETTER

Dated: 30/09/2023

To

M. Anitha,
5-7/51 Vallabai St, Anupallavi
Nagar,
Kalainagar ext,
Madurai 625017

MN GURU RETAIL SOLUTIONS

372, LIG Colony,
Anna Nagar,
Madurai - 625020

Subject: Welcome to the **MN GURU RETAIL SOLUTIONS**.

Dear **Anitha,**

Your designation with us is titled "**Junior Content Writer**".

Your annual cost to the Company (**CTC**) will be **Rs.1,44,000.**

You are entitled to **12** days per year (including National and State holidays). Please refer to the company holiday list published at the beginning of the calendar year. We follow the January to December calendar for all official purposes.

This position is offered subject to satisfactory reference and pre-employment checks and completion of the three-month probation period, during which time your performance will be reviewed.

Your salary will be paid to your bank account directly.

Please write to mngururetail@gmail.com with the following details:

Account holder name, Account number, Bank name, Bank address & IFSC code.

Manimaran E



Chief Technology Officer

*Please note statutory professional and income taxes for the respective financial year shall apply separately as applicable on the above Gross. **Annexure 2: Employment contract**

TERMS OF EMPLOYMENT

Your employment at **MN GURU RETAIL SOLUTIONS** will be governed by the Company's policies as modified from time to time. Copy of the present Policy will be made available to you upon joining the Company. In particular and without prejudice to the foregoing statement, some of the more significant terms and conditions that govern your employment, subject to modifications from time to time, are detailed below.

1) Hours of Work

- 1.1 A working day shall comprise nine hours, including a break of one hour for lunch, dinner, or tea breaks.
- 1.2 You may be required to work on a shift basis. Shifts may be scheduled 24 hours a day, seven days a week, and 365 a year, subject to applicable laws. The shift timings may change from time to time which you would be notified of in advance.
- 1.3 At times, you may be required to work beyond eight working hours.

2) Place of Employment

- 2.1 During your employment with the Company, you will be liable to be transferred or deputed to any of the offices, departments of the Company, or its Associates, Subsidiaries, or Group Companies, whether in India or abroad.
- 2.2 In the event of transfer or deputation of your services, your salary, and other benefits will be determined by the Company's policies prevalent at that time.

3) Travel

You may be required to travel, whether in India or overseas, in connection with the office work at short notice.

4) Salary and Benefits



Name : JENCY R
Designation : CARE - CO
EMP:ID ORDINATOR
1716



Ahana Hospitals

experience the exceptional care



ISO/IEC 17025:2017 & ISO 9001:2015
Quality Management System Implemented
NABL Accredited Laboratory for Testing
Vide Certificate No. TC-6932



EXCELLENCE
LABORATORY
KNOW THE UNKNOWN™

OFFER LETTER

08.10.2023

To

Ms.A.Arockiya Amala Soniya
100/1, Suresh Complex,
Periyar Street, Mahalakshmi Colony,
Tirunagar,
Madurai – 625006.

Subject: Appointment for post of Lab Chemist

Dear Ms.A.Arockiya Amala Soniya (EL-EE-176)

We are pleased to offer you, the position of Lab Chemist with 'Excellence Laboratory' on the following terms and conditions:

1. Commencement of Employment:

Your employment will be effective, as of 08.10.2023

2. Job Title:

Your job title will be Lab Chemist and you will report to Head / Quality Manager - Laboratory.

3. Probation:

You will be on probation / Training for a period of six months from the date of your joining the services in our Company which may or may not be extended by another six months or more at the discretion of the Management. While you are on probation, your suitability for permanent employment will be considered. If at any time during or after or the extended period of probation, you are considered unsuitable for the post appointed to; you will receive 30 days notice in writing without assigning any reason terminating your Probationary appointment.

4. Salary:

You will be paid **Rs. 10,500/-** (Rupees Ten Thousand and Five Hundred only) as basic monthly salary inclusive of all the allowances on or before on 5th date of every month. Your salary will be credited with respect to the works are assigned for given your responsible. Your salary and other benefits will be as set out in **Schedule 1**, hereto.



Group

YOUR JOB. OUR WORK

Gi Staffing Services Pvt. Ltd.

World Trade Tower, Tower - B, Unit- 503, 5th Floor,
Sector 16, Noida, Uttar Pradesh - 201301

Name: **C. Ramalakshmi**

Designation: **Cashier - TI**

Code No.: **275169** Blood Group: **A+**

Contact No.: **8489208871**

Aadhar No.: Age: **22**

Deputed at: **AVANIYAPURAM, DMART**

Date of Issue: **17.2.2000** Valid upto:

Issuing Authority

Card Holder's Signature



Nancy Beaulah R

Emp. Code : N9900400



www.equitasbank.com



Amway

YOUR BUSINESS

Apprentice

BG: A+ve

Emergency No

+91 9597572103

DOB: 5/13/2001

Father/ Husband name

Murugan.K



Bhavani.M

GAT-0331



Amway India enterprises Pvt. Ltd.

**A7, SIPCOT Industrial Complex, Village
Pallapatty, Nilakottai Taluk, Dindugal-624201**

Ph: +91 4543301351



Vishal Personal Care Pvt Ltd, Hyderabad-500004

To

**The Manager,
Saravana Super Store
Madurai**

Dear Sir / Madam,

This is to inform you that Ms. SWETHA.T is our company's official Beauty Advisor for Saravana Super Store Outlet, Madurai. She will be responsible for taking care of our company's Business.

Kindly co-operate.

Thanking you.

For

KOTHALA MUTHU.N

**DY.AREA SALES MANAGER,
VISHAL PERSONAL CARE PVT LTD
9894551045**



Muthoot Finance <mgbib1274@muthootgroup.com>

Intimation on Login Credentials of New Joinees on 12/02/2024

1 message

hrmssupport@muthootgroup.com <hrmssupport@muthootgroup.com>
To: mgbib1274@muthootgroup.com

Mon, Feb 12, 2024 at 12:27 PM

HRD Department

Date: 12/02/2024

To,
SARANYA MAHALINGAM
IF09453

Dear SARANYA MAHALINGAM

'On behalf of the entire Muthoot Group fraternity we welcome you to the Group'

Your Login ID and password for access to HRMS are:

Login ID: IF09453
Password: IF09453

Please ensure the completion of formalities relating to below indicated items pending if any, by liaison with concerned Regional Office within 7 days time :

- 1) PF Nomination Form and Form 11 (Declaration Form)
- 2) Opening of Bank Account

*** This is an automated email. Please do not reply to it.





M.S.R
Matric.Hr.Sec.School
Vannivelampatti Road
T:Kallupatti, Madurai Dt



'O' +ve

P.BAKKIASRI
B.Sc.,MCA
TEACHER

D.O.B.30.06.2001

Muniyandi Vilas,Alagar Nagar
T.Kallupatti
Peraiyur Tk,
Madurai (Dt).
Cell: 6383597783

PRINCIPAL

Appointment Order

Ref/YSPL/Sales/02/23-24

Date:30/09/2023

Ms. S. Shiyamala Devi

Old No.65j/3, New No.75,
Arunachalam Street, SS Colony,
Madurai-625016.
Mobile : 90804 24433

Dear **Ms. S. Shiyamala Devi,**

We are pleased to offer you the position of **Sales Assistant** with YUVARAJ SCAFFOLDING PRIVATE LIMITED on the following Terms and Conditions.

1. This appointment is effective from **01-10-2023** and the date of joining in our organization is 03-10-2023.
2. Your salary shall be **Rs. 10,000/- (Rs. Ten Thousand) Per Month.**
3. Your job roles and responsibilities will be defined time to time.
4. During the period of service with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association or become a member being part of management staff which are found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.
5. During the tenure of your services, you will wholly devote yourself to the work assigned to you and will not undertake any other employment either on full or part time basis without prior permission of the Company in writing. Any contravention of this condition will entail termination of your services from the Company.

6. While you are in employment of the company, you are entitled to protect any confidential details of the company. And shall call for disciplinary action being taken against you, as it may deem fit and appropriate.
7. Any balance of advance or loan taken by you from the Company, shall be fully recovered from your salary and any other legal, at the time of you leaving the services of the Company.
8. You shall be on probation / training for 3 months from the date of appointment, if your services have been found satisfactory. Your appointment will be confirmed in writing by the organization.
9. Notice period from either employee or company after confirmation of employment will be a period of 30 days or salary on lieu.

You are requested to return the enclosed copy duly signed as a token of your acceptance of the terms and conditions of your employment.

We congratulate you on your appointment and wish you long career with us.

With Best Wishes

M/s. Yuvaraj Scaffolding Pvt Ltd.,

Sivaranjani

[Director]

ACCEPTANCE

I hereby accept the appointment order and will work for the full satisfaction.

Employee Name :

Date :

Signature



Theni Melapettai Hindu Nadargal Uravinmurai

Nadar Saraswathi

College of Arts and Science, Theni

Mobile: 9442272468 / 9442272469 / 44117, Website: www.nsccollege.org.in
Vedaputhur, Anna Nagar (P.O), Theni - 625531, Tamil Nadu.

Re - Accredited by NAAC with 'B+' Grade, Approved under 2(f) and 12(B) Status of UGC,
Permanently Affiliated to Mother Teresa Women's University, Kodaikanal, An ISO 9001:2015 Certified Institution

K.S.Kasiprabhu, B.Sc.,
Secretary

Mobile: 9442272468/9442272469 / E-Mail: secretary@nsccollege.org.in

A.S.S.S.Shenbagarajan, B.Sc.,
Joint Secretary

Mobile: 9151111110

M.Arun, B.A.,
Joint Secretary

Mobile: 9442272468

Ltr.No: NSCAS/App-Order/2023-2024/04

Date: 16.06.2023

APPOINTMENT ORDERmj000

Ms.R.Yaazhini, MA., appointed as an Assistant

Professor in the Department of English in our college. She will be on probation for a period of two months and after the satisfactory completion, she will be considered for confirmation. She will be paid a consolidated pay of **Rs.9,000/-.**

She is asked to join the duty on **19.06.2023.**

Copy to:

1. Individual
2. File

K. S. Kasiprabhu
SECRETARY
NADAR SARASWATHI COLLEGE OF
ARTS AND SCIENCE
THENI - 625 531



Theni Melapettai Hindu Nadargal Uravinmurai

NADAR SARASWATHI

College of Arts & Science

Vadapudupatti, Theni - 625531

Contact No : 96880 44416, 96880 44417



Yaazhini.R

English

**ASSISTANT
PROFESSOR**

PRINCIPAL

Eng 16

Date: 23.11.2023

Name: Ms. Durgadevi V B

Address:

16, Old Keelmadurai Station Road,
Madurai,
Tamilnadu 625009

Dear Ms. Durgadevi V B,

Re: Employment with Gateway Software Solutions

We are pleased to offer you a full-time position with our company as “**TRAINING COORDINATOR**” with effect from 24.11.2023. Your place of reporting will be at #160, Vakkil New Street, Simakkal bus stop, Madurai -1 in our company.

1. Position:

You have been appointed for the position of **TRAINING COORDINATOR** with responsibilities of Technical and project development and you will be reporting directly to the manager of the particular branch. This is a permanent position, and as discussed and agreed with you, your start date in the position will be 24.11.2023. This position is in-scope of the Training/Development and Business unit.

In this assignment , your key responsibilities will be providing solutions and support to the business activities as per industry standards through our agile methods and providing best services to our valuable customers and clients, as per your reporting manager's instruction.

2. Remuneration:

Your net salary payable Rs.9,000/- Month. (Statutory deductions as applicable).Your payroll calculations starts from 1st of December 2023.Your salary is payable once in a month on or before 10th accordance with the Gateway Software Solutions standard payroll practices.

Your hours of work are based on the normal operating hours of the Gateway Software Solutions and are expected to be in office 9 hours, Monday to Saturday, with half an hour lunch break and Sunday working hours will be 7 Hours.

Your working hours may change/increase occasionally, based on the requirements. We are expecting flexibility based on the needs as per your reporting person on your working hours.

3. Vacation and other leaves:

You will receive 10 days of vacation per calendar year (April 1 to March 31st). A vacation has to be taken at such time or times as are mutually convenient to you and the company. Please note that carry over of unused vacation is not encouraged, and should be discussed with your supervisor.

You will receive 12 days of casual leave per year (January 1 to December 31), casual are to be taken 1 per month not more than that too convenient to you and the company. Please note that carry over of unused casual is not encouraged, and should be discussed with your supervisor.

You will receive 4 hours permission per month. One permission will allow you maximum one hour.

All the above leave and permission should be intimate to your reporting person and has to be taken with approval, In case of non-approval it will be considered as a loss of pay. During the probation period no Casual Leaves are allowed with pay.

6. Assessment Period:

The first 3 months of your appointment to this position is a probationary period. We will review your progress in the position on a regular basis and provide you with regular feedback. We will be in a position to confirm continued employment upon successful completion of the probationary period. If you are relieve before probationary period need to pay two months' salary as compensation.

7. Effective Date:

The terms of this offer shall come into effect on your first day of employment with the Gateway Software Solutions.

8. Other Terms and Conditions

GATEWAY SOFTWARE SOLUTIONS has the rights to terminate you at any time with 15 days prior notice. Also GATEWAY SOFTWARE SOLUTIONS having rights to terminate without notification if any illegal activities found on your service.

#138 1st Floor, 9th Street, Cross Cut Rd, opposite to Lakshmi Complex,
Gandhipuram, 641012

You could get relieve your job after your probationary period with one month prior notice else you have to pay 2 month salary as a compensation for the company if couldn't serve one month notice period. In probationary period if you want to relive from the company you will not be getting any compensation nor the experience and other employment related certificates from the company.

Confidentiality: During the work of your employment with the GATEWAY SOFTWARE SOLUTIONS, you will be entrusted with confidential and proprietary information. You agree that such information will not be released or divulged, whether directly or indirectly, unless authorized by GATEWAY SOFTWARE SOLUTIONS policy, required by law, or through the express written consent of the GATEWAY SOFTWARE SOLUTIONS given under the hand of the proper officer with authority to give such consent.

If you not follow the above information company will take the legal action.

I would ask that you review the contents of this offer carefully. If the terms of employment as set out in this agreement are acceptable to you, please sign and date one (1) copy and return a fully signed copy to my attention by 24.11.2023.

I wish to convey my sincere enthusiasm about the possibility of you joining the GATEWAY SOFTWARE SOLUTIONS I hope that you find the terms of this offer reasonable and attractive.

Please feel free to contact me if you have any questions

For Gateway Software Solutions,



Executive Manager

I agree to accept the conditions of employment indicated above, this _____
day of _____, 20__.

Ms. Durgadevi V B

APPOINTMENT LETTER

Dear Poornima.B

This Agreement is made on this 16th day of August, 2023 between Pantech (the "Company") and (the "Employee").

The Company agrees to employ the Employee and the Employee agrees to accept his employment with the Company, subject to the following terms and conditions:

1. Designation :

You will be designated as " **Project Trainee**". in the Company. While serving the Company in that position, the Employee will report to, and receive directions from the Employee's superiors or other officers of the Company as may be communicated to the Employee from time to time.

2. Duties:

You will perform such duties and services in relation to the affairs of the Company as may be assigned to the Employee from time to time. During the term of the Employee's employment with the Company, the Employee shall (a) faithfully and diligently perform the Employee's duties, (b) use the Employee's best endeavors to promote the business interest of the Company, (c) devote the Employee's full time, attention and efforts to serve the Company, and (d) not directly or indirectly engage or be interested in any activity, which competes with the Company or conflicts with the Employee's duties to the Company.

3. Probation:

You shall be on probation for a period of Six months from the date of commencement of the Employee's services with the Company, which period may be extended for further period or periods at the discretion of the Company. On successful completion of the probationary period and the Employee's performance being found satisfactory, the Company may confirm the Employee's services in the Company by issue of a confirmation letter to that effect.

4. Remuneration:

You shall be paid a monthly gross all inclusive remuneration of Rs. 8000 /- (Eight Thousand Only). Your increment will be granted once in a year based on your performance and will be released as per the rules of the company.

5. Transferability:

Your place of posting will be initially at Madurai. The Company will be entitled to transfer you during the probation or after your confirmation to any division. Section, office or locality including any other associated, subsidiary or group company or to the location of any client, in the same locality in India, in the same or Similar terms and Conditions and emoluments as applicable at the place where you are so transferred.

6. Rules and Regulations:

You will abide by the Rules and Regulations of the Company, which may be in force as amended from time to time, failing which the Company will take necessary disciplinary action as per the Company's Policy. At the end or even During the Period of your Probation, Your Service will be liable to be terminated without notice and without assigning any reason at the sole discretion of the Company.

Notice Period:

After Your Confirmation, in Case you wish to resign from the service of the Company, you will have to give either two-month' notice or pay two month's Salary in lieu of notice. If your services are not Satisfactory, the Company will terminate your service after giving you one month's notice or pay one month's Salary in lieu of notice, at the sole discretion of the company.

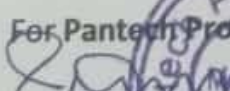
7. Past Record:

In case of any misrepresentation or false Claim is detected regarding your educational qualification or work Experience the Company reserves the right to forfeit the amount paid by you, terminate your service with immediate effect and take any other reasonable action against it. If the above Mentioned terms and Conditions are acceptable to you, you are requested return the duplicate copy of this appointment letter duly signed, signifying your acceptance of the terms and Conditions of your appointment.

We welcome you to the family of **Pantech ProEd Pvt Ltd.**, and look forward to a long and Mutually Enriching association.

Yours Sincerely,

For Pantech ProEd Pvt Ltd.,


Wilson Daniel P
Manager





OFFER LETTER

Date : 29 Aug 2023

Dear Rebecca A ,

Warm Welcome to SATHYA Technosoft ...

Congratulations on your appointment as "Customer Source Analyst " We are delighted to offer you the position and expecting your excellence in the position.

Your terms of Appointment given in detail, kindly read on and confirm your acceptance by signing below.

We are confident that you will add value through your role and strengthen organisation's values every day. Looking forward to a long-term relationship and wishing you all the success at SATHYA.

Best Regards

For SATHYA Technosoft India Private Limited

A handwritten signature in blue ink, appearing to be 'Raj' or similar, written over a horizontal line.

HR Manager

(We would like to emphasize that the offer of appointment is subject to completion of your reference check.)

In case you need any clarifications regarding your job, salary, or any policy, please contact us at hr@sathyainfo.com



THAAI

CBSE Senior Secondary School
T,Vadipatti, Madurai - 625 218

99767 63231



Staff

BG
AB+ve

DOB
31.12.2002

J.JOESNISHA
TEACHER

ADDRESS :

D/O, V.Johnson Kennedy
43, Kangani Lane, Vaithiyanathapuram,
New Ellis Nagar, Mahaboopalayam,
Madurai - 625016



9360390075


PRINCIPAL



SRINIVASAN P & ASSOCIATES

CHARTERED ACCOUNTANTS

CA. P.SRINIVASAN B.Com., FCA., DISA,

Cell : +91 94437 99731

Email : srinivasanaca@gmail.com | psrinivasanfca@gmail.com

No. 3/5, Lakshmi Narayanapuram Agraharam, Simmakal, Madurai - 625 001. Ph: 0452 - 4246227

Date: 12/08/2023

To

Ms. Iruthaya Nancy. V (B.com)

D/o Mr. Vethapothagar Clarence. A

33, Balamurugan Kovil Street,

Aruldasspuram.

Madurai – 625018.

APPOINTMENT LETTER

Dear Sir/Madam,

With reference to the interview dated 06.08.2023 and the discussion we had with you, We are happy to inform that you are selected for the Auditing office in **SRINIVASAN P & ASSOCIATES**, Simmakal.

You are asked to report on 09.08.2023 at 10.00 a.m.

Thanking you,

Yours faithfully,

For SRINIVASAN P & ASSOCIATES
Chartered Accountants
FRN: 0275659

P. SRINIVASAN, B.Com., FCA., DISA.,
Proprietor, M.No: 219094





CHRIST THE KING MAT. HR.SEC. SCHOOL

INCOME TAX COLONY, VILANGUDI, MADURAI-18

Phone: 0452 - 2668909

PRINCIPAL / CORRESPONDENT

Date: 19-01-2024

To whom so ever it may concern

Salary Certificate

This is to certify that **MISS.S.ANNAL MERLIN** is working in Christ The King Matric.Hr.Sec.School as **STAFF** since June 2023 onwards. Her consolidated monthly salary is **Rs.5,000** respectively.

Correspondent

Correspondent

Christ The King Matric. Hr. Sec.School
Income Tax Colony
Vilangudi, Madurai-625 018.