

09/21/2022

Reference No: CS/HR/OFFER/SJ/21092022

To,
Ms. Shravani Jambure

INTERNSHIP + OFFER LETTER

Dear Shravani,

We are happy to inform you that we would like to offer you the position of **Associate Software Engineer** with our Company.


We would like to offer you a remuneration of **Rs.11,000** per month (incl. TDS). You are expected to join us in our office at Pune on **2nd January 2023** and complete the necessary joining formalities.

Post the internship, we may offer you a permanent position with an updated remuneration of **Rs.6 LPA** and other benefits, the details of which are stated in the attached annexure.

This offer combines both an Internship and employment with Coditas, and it cannot be separated.

The terms are as follows:

1. The remuneration shall be subject to tax deduction at source.
2. The appointment letter with detailed terms & conditions will be handed over to you on your confirmation after the successful completion of your **6-month** internship program. The confirmation would be subject to your performance during the mentioned period, other records, and verification of documents submitted during your tenure. The decision made by the management regarding this would be final.
3. There will be no separate probation period, and your services will be confirmed after you successfully complete the internship program.
4. This position would require you to join and work from the office compulsorily.
5. Regular performance reviews will be done to assess your suitability during your internship. If your performance is not as per the satisfaction of the management, it can lead to termination of employment before the completion of 6 months of internship.
6. You can avail of the floater holidays as per the scheduled holiday calendar.
7. On confirmation, you shall be entitled to benefits as per the rules and regulations of the company.
8. The validity of this offer is **2 days** from the date of the release of this offer letter.

 X13, Konark Campus, Viman Nagar, Pune, Maharashtra - 411014.



Coditas Solution LLP. | LLPIN:AAQ-6182

9. Your posting will be in Pune; however, you may be required to travel to client locations from time to time, if necessary.
10. You are expected to share the below documents (whichever applicable) on or before the date of joining:
 - a. Photocopy of educational qualifications, i.e., SSC/HSC/Graduation/Post Graduation, etc.
 - b. Photocopy of certificate courses attended (if any) and any other professional certifications relevant to your role.
 - c. Photocopy of your passport along with a photocopy of Visa stampings (if any).
 - d. One passport size photograph
 - e. Age proof document
 - f. Proof of permanent/local address
 - g. PAN card, Aadhaar card

Please let us know in advance if you are not in a position to furnish any of the documents at the time of joining.

During your employment with Coditas, you shall not be employed by or perform consulting or other services for any other business entity or party. In case you are found to do so, your employment with Coditas shall be liable for termination.

By accepting this offer, you acknowledge that the Company would incur substantial costs in training you on specific technologies/skills to handle the job responsibilities effectively. Pertaining to this, we would request you to notarize the attached service agreement on a Rs.500 stamp paper and share the hard copy with us on or before your date of joining.

Accordingly, you undertake not to dispute the amount and pay the same before requesting a formal relieving order from Coditas. In case of a dispute, Coditas holds the right to initiate appropriate legal proceedings against you.

If any of your furnished documents/information provided to Coditas during your tenure with the Company is found to be inaccurate, Coditas holds the right to terminate your internship on an immediate basis.

Please note that this offer mail incorporates all commitments made to you, and there are no additional commitments beyond these.

Sincerely,

For Coditas Solutions LLP.