#### **BEST PRACTICE NO: I**

#### 1. Title of the Practice

Hour of Departmental Engagement for students

## 2. Objectives of the Practice

- o Infuse understandable, accessible, and coherent work ethics into students' mental substratum
- o To improve soft skills, stage presence, and presentation abilities among the students.
- o To develop leadership and influential skills.
- o To improve leadership and persuasion abilities in students.
- o Instill organizational skills and collaborate with team members.

#### 3. The Context

The most of the students come from various regions and backgrounds and different sectors of community, which instills sense of fear in them and leads to an inferiority mentality. As a result, persuading pupils to join in the frontline becomes difficult. As a result, the concept was born that there should be a platform for students, run by students, supported by alumnus of college with minimal teacher involvement. This has offered students the opportunity to organize and implement a variety of academic and extracurricular activities, extending the scope of student interaction and development. The much-needed platform was given to them by their initiatives to lead by example, not only for their batch mate but also for their juniors to roll up in the task and showcase what they are good at.

## 4. The Practice

For association activity hours involving students in their respective departments' second, third, and fourth years, a streamlined system has been established by senior students. The Alumni of college every semester will also come and give training as per industry requirement, groom them with their experiences and Each department is given one day each week, with the last two hours set off for event planning and conducting. The President, Vice President, General Secretary, Joint Secretary, Treasurer, and members of the Executive Body are all elected. As an advisor, a faculty member leads this group. At the start of each semester, the executive body develops the event calendar. Guest lectures, workshops, seminars, alumni talk, technical presentations, Justaminute (JAM), group discussions, debates, and other events are among the programmes on the schedule.

Presentation skills, interview skills, encouraging confidence on stage, increasing soft skills, and strengthening spontaneity are the major areas of focus for student growth. Some of the teambased development events that take place to strengthen leadership abilities include debates, group presentations, event management, participation in seminars, and feedback. With the overall growth and transformation of students in mind, the institute's intention to begin such a practice has been adopted, and it will continue to develop itself with greater synchronization to Higher Education Institutions in India.

#### 5. Evidence of Success

Students who have steered numerous ideas and events for the organization have always been at the forefront of campus placements and self-development during association activity hour. The primary goal of the practice from its start has been to develop the communication skills of pupils from rural backgrounds and economically backward sectors. The alumni of the college help the Students who have been at the forefront of the organization have noticed a marked improvement in their self-assurance and work ethic. Other students who participate in daily activities have pushed the boundaries of curricular and co-curricular activities. This implementation has not only succeeded in its basic strategy, but it has also inspired and increased self-augmentation and maturity in student psychology to varying degrees. Students' basic barriers to technical education can be overcome.

# 6. Problems Encountered and Resources Required

We were required to construct an executive body from a big group of students in order to undertake Association Activity Hour. There was a need for meticulous planning and execution of weekly tasks. It has assessed the existence of leadership, unity, and progress in all events to streamline the activity.

Students have found that requiring self-participation and executing events on short notice has been thought-provoking and has helped them develop skills for future events. Scheduling, allocating space for events, dealing with training during university examinations, completion of the development programme syllabus, student attendance, and working synchronously are some of the organizational challenges addressed.

# $\label{eq:continuous_expectation} \textbf{Evidence of Best Practice} - \textbf{I} \\ \textbf{"Hour of Departmental Engagement for students"}$



Dear Mohammed Abdul Wajid, H.no: 312/14/5A, Ibrahim Nagar, Old Malakpet, Hyderabad – 500081.

Sub: PIE/ACD/NSAK1030

We are pleased to inform you that after careful consideration **PIE INFOCOMM** has decided to make you this offer of employment. This letter sets forth the terms the terms of the offer letter which if you accept, will give your employment.

Your Position will be **AutoCAD Designer**. You will report to the company by **18**<sup>th</sup> **July 2022**. Your monthly **CTC will be Rs: 4,50,000/- per annum**. However, during employment with the company: you may be posted/transferred to any of the Offices/Projects/Divisions/Units of the Company existing or to be set at any other location in India. You will be on probation for a period of 1 year, which may be extended or reduced at the sole discretion of the management. During the period of probation, the appointment is terminable by the company. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation.



# **ACCEPTANCE:**

I accept the company terms and conditions and confirm by taking up the position Software Engineer from  $18^{th}$  July 2022.

Signature:

Date:

PRINCIPAL

PRINCIPAL

NAWAB SHAH RI AM KIMAN COLLEGE

OF ENGINEERING & TEDHNOLOGY

# 16-4-1/A, New Hisiologi, Hydorabad-500024

College Code:1610

Hyderahad.

22<sup>nd</sup> September 2021

To, Mohd Moiz Uddin H.no: 8-137/45/B, Ghouse Nagar, Charminar, Hyderabad - 500001.

Subject: Appointment for post of CAD ENGINEER Reference Number: ZUTI/HYD21/CE1326

Dear Mr. Mohd Moiz Uddin, we are pleased to offer you the position of CAD ENGINEER with Zuti Engineering Solutions Pvt Ltd based on the following terms and conditions:

Start date: 04th October 2021

Your appointment will commence as of May 2022, as you will be under 6 Months of Probation Period starting from October 2021 to April 2022.

Your job title will be CAD ENGINEER and you will report to Senior Design Engineer.

#### Salary

Your salary and other allowances will be as Rs: 3,00,000/- per annum.

Place of posting: Hyderabad

#### Hours of work

The working hours are **9** hours. The normal working hours are from 9.30 am to 6.30 pm, and you will be expected to work not less than 45 Hours each week, and if needed, you will be required to work for additional hours depending on your duties and responsibilities.

# Holidays

You will be eligible to a casual leave of 12 days and Sick leave of 12 days.

The company shall also send you a list of all dedicated holidays at the beginning of each year.

Your Duties and Responsibilities

You shall be required to perform to the best of your abilities all the duties you are required to

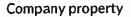
NAWAR SHAH ALASH

OF ENGINEERING & TECHNOLOGY #16-4-1/A, New Michigan, Hyderabad-500024

Collana Code:1610

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You will be required to always maintain in good condition all the company property that will be entrusted to you for official use during your employment and will return such property to the company in good condition failure to which the cost of the same shall be recovered from you by the company.

## **Termination**

- 9.1 The company can terminate you without any prior notice or without any reason. The company can also give you notice of not less than 30 days/ 1 month in writing or salary in lieu thereof.
- 9.2 On the termination of your appointment for whatsoever reason, you will be required to return to the company any contracts, literature, records, drawings, letters, notes, blueprints, literature, etc., and any confidential information under your control or in your possession relating to your appointment or the company's client's business affairs.

#### **Notices**

You may receive notices by the company from time to time through the registered office address.

### Government Law/Jurisdiction

Your appointment to the company will be subject to Hyderabad, Telangana, All disputes shall be subject to the jurisdiction of High Court, Telangana only.

## Acceptance of your offer

Kindly accept your acceptance of this appointment letter by signing and returning the duplicate copy.

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



Coordinates 10,400 Codi

awab Shah Alam Khen College of Engineering and Technology Hyderabad. PRINCIPAL

NAWAB SHAH ALAEF IGUAL COLLEGE

OF ENGINEERING & TECHNOLOGY

16-4-1/A. New Matchael Hyderabout-800024



Date: 13/09/2021

Mr. Sulemaan Uddin Ali Khan # 186/63/8/E, Saleem Nagar, Saidabad, Hyderabad – 500059.

Dear Sulemaan Uddin Ali Khan: UTS/DES1045/21

Unistring Tech Solutions Pvt Ltd is happy to extend to you the job offer as "Design Engineer". We cannot wait to see your skills put to work for our company.

By accepting this job offer you are eligible to receive the following beginning on your first day of work:

Salary: INR: 2,40,000/- per annum (Rupees Two Lakhs Forty Thousand Per Annum Only)
 Number of working hours will be 54 hours a week.

By accepting this job offer you are eligible to receive the following beginning in 90 days after your first day of work:

• Benefits: We offer a Bonus, Medical, Insurance, and Conveyance.

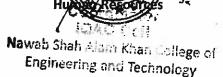
By accepting this job offer you are eligible to receive the following beginning 1 year after your first day of work:

Benefits: Vacation Pay, Sick Pay, and Paid Time Off.

Please send in an acceptance or rejection letter no later than 7 days after the date printed at the top. If you choose to accept this offer your first day of work will be 20/09/2021.

Please read all the documents enclosed and have everything signed and ready to go on your first day of work. Your immediate supervisor will be Aditya, Senior Manager. Feel free to call our main office number and ask for Aditya or myself if you have questions.

We hope that you will accept our job offer and that you will feel welcomed at our store.



https://www.unistring.com

Unistring Tech Solutions Pvt. Ltd.Signature Towers, (11th Floor), Opp, Botanical Garden Rd, Kondapur, Hyderabad, Telangana 500084Phone: 040-29881815, 9705107660



22<sup>nd</sup> June 2021

Mr. Syed Fardeen Ali H.no: 327/54/1, Sulemaan Nagar, Karwan, Hyderabad-500006.

# Subject: PCSTECH/HYD0637-OFFER FOR EMPLOYMENT

Dear Syed Fardeen Ali,

With reference to your interview which held on 17th June 2021. We are pleased to offer you employment in our organization as Network (Analyst-DC-Ops). However, in future based on the business exigencies the position may be transferrable to any other location of the company.

Your gross emoluments per annum including all other benefits, will be INR Rs. 2,70,000/- Per Annum (Rupees Tiwo Lakhs Seventy Thousand Only). This is considered as cost to company and includes Salary, Performance Link Bonus and Other Benefits.

As discussed, your joining date will be 16th August 2021 and you shall report to at our Bangalore, Head Office at 09.30 am. Further, you shall get a detailed appointment letter upon joining which shall include all terms and conditions of your employment with a detailed salary break up.

We Request you to bring the following documents / Credentials at the time of Joining and submit these documents to HR Department on the day you Join our organization:

- Photocopy of all your Academic Qualifications
- Proof of Address
- Date of Birth Certificate
- Copy of Passport
- PAN card
- Three passport size photographs

At Last, we welcome you in Path Creators Solutions Pvt Ltd family and wish you a rewarding career ahead. Please feel free to get in touch with the HR Executive at any time for any further information.

Thanking you

Solutions Pvt Ltd

NAWAB SHAH ALAM KHAN COLLEGE OF ENGINEERING & TECHNOLOGY #16-4-1/A, New Malakpet, Flyderabad-500024 College Code:1610

Nawab Shah Aran College of





Date: 01st February 2021

Mr. Abdul Mannan Baig H.no: 25-27/38/4, Noor Akbar Colony, Lal Darwaza, Charminar, Hyderabad-500002.

Dear Abdul Mannan Baig Ref: ECT/NSAKCET/A746

Congratulations! We are pleased to confirm that you have been selected to work for Euthissa Care Technology Pvt Ltd. We are delighted to make you the following job offer.

The position we are offering you is that of "Graduate Engineering Trainee" at a salary of Rs: 2,50,000/- per annum. This position reports to Project Lead, Mr. Srikanth. Your working hours will be from 9.30AM to 6.30PM, Starting Monday to Ending Friday.

We would like you to start work on at 1<sup>st</sup> week of November 2021. Please report to Ms. Shreya, HR - Executive on 03<sup>rd</sup> November 2021, for documentation and orientation. If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me by 07th November 2021 to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of our Euthissa Care Technology Pvt Ltd and look forward to working with you.

Sincerely,

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Dear Afreen Sultana. H.no: 173/29/B, Hussain Nagar, Chandrayangutta, Hyderabad - 500005.

Sub: PIE/JAE/NSAK1041

We are pleased to inform you that after careful consideration PIE INFOCOMM has decided to make you this offer of employment. This letter sets forth the terms the terms of the offer letter which if you accept, will give your employment.

Your Position will be Junior Automation Engineer. You will report to the company by 18th July 2022. Your monthly CTC will be Rs: 4,50,000/- per annum. However, during employment with the company: you may be posted/transferred to any of the Offices/Projects/Divisions/Units of the Company existing or to be set at any other location in India. You will be on probation for a period of 1 year, which may be extended or reduced at the sole discretion of the management. During the period of probation, the appointment is terminable by the company. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation.



# ACCEPTANCE:

I accept the company terms and conditions and confirm by taking up the position Software Engineer from 18th July 2022.

Signature:

Date:

Newab Shah Alam hear College of

Engineering and Technology Hyderabad.

# 16-4-1/A, New Helitagen Hyap shad-500024 College Code:1610

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22<sup>nd</sup> June 2021

Vis. Humaira Nashat H.no: 22-4-57, Alijah Kotla, Yakutpura, Hyderabad-500023.

Subject: PCSTECH/HYD0603-OFFER FOR EMPLOYMENT

Dear Humaira Nashat,

With reference to your interview which held on 17<sup>th</sup> June 2021. We are pleased to offer you employment in our organization as **Network (Analyst-DC-Ops)**. However, in future based on the business exigencies the position may be transferrable to any other location of the company.

Your gross emoluments per annum including all other benefits, will be INR Rs. 2,70,000/- Per Annum (Rupees Two Lakhs Seventy Thousand Only). This is considered as cost to company and includes Salary, Performance Link Bonus and Other Benefits.

As discussed, your joining date will be 16<sup>th</sup> August 2021 and you shall report to at our Bangalore, Head Office at 09.30 am. Further, you shall get a detailed appointment letter upon joining which shall include all terms and conditions of your employment with a detailed salary break up.

We Request you to bring the following documents / Credentials at the time of Joining and submit these documents to HR Department on the day you Join our organization:

- Photocopy of all your Academic Qualifications
- Proof of Address
- Date of Birth Certificate
- Copy of Passport
- PAN card
- Three passport size photographs

At Last, we welcome you in Path Creators Solutions Pvt Ltd family and wish you a rewarding career ahead. Please feel free to get in touch with the HR Executive at any time for any further information.

Thanking you

Solutions Pvt Ltd

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Dear Asra Sadiya, H.no: 158/47/6, Old Shaik Nagar, Bahadurpura, Hyderabad – 500064.

Sub: PIE/JAE/NSAK1002

We are pleased to inform you that after careful consideration **PIE INFOCOMM** has decided to make you this offer of employment. This letter sets forth the terms the terms of the offer letter which if you accept, will give your employment.

Your Position will be Junior Automation Engineer. You will report to the company by 18th July 2022. Your monthly CTC will be Rs: 4,50,000/- per annum. However, during employment with the company: you may be posted/transferred to any of the Offices/Projects/Divisions/Units of the Company existing or to be set at any other location in India. You will be on probation for a period of 1 year, which may be extended or reduced at the sole discretion of the management. During the period of probation, the appointment is terminable by the company. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation.



# ACCEPTANCE:

I accept the company terms and conditions and confirm by taking up the position Software Engineer from  $18^{th}$  July 2022.

Signature:

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22<sup>nd</sup> June 2021

Mr. Mohammed Faisal Rahman H.no: 252-48-7/2, Ahemd Colony, Dabeerpura, Hyderabad-500024.

Subject: PCSTECH/HYD0610-OFFER FOR EMPLOYMENT

Dear Mohammed Faisal Rahman,

With reference to your interview which held on 17<sup>th</sup> June 2021. We are pleased to offer you employment in our organization as **Network (Analyst-DC-Ops)**. However, in future based on the business exigencies the position may be transferrable to any other location of the company.

Your gross emoluments per annum including all other benefits, will be INR Rs. 2,70,000/- Per Annum (Rupees Two Lakhs Seventy Thousand Only). This is considered as cost to company and includes Salary, Performance Link Bonus and Other Benefits.

As discussed, your joining date will be **16<sup>th</sup> August 2021** and you shall report to at our Bangalore, Head Office at 09.30 am. Further, you shall get a detailed appointment letter upon joining which shall include all terms and conditions of your employment with a detailed salary break up.

We Request you to bring the following documents / Credentials at the time of Joining and submit these documents to HR Department on the day you Join our organization:

- Photocopy of all your Academic Qualifications
- Proof of Address
- Date of Birth Certificate
- Copy of Passport
- PAN card
- Three passport size photographs

At Last, we welcome you in Path Creators Solutions Pvt Ltd family and wish you a rewarding career ahead. Please feel free to get in touch with the HR Executive at any time for any further information.

Thanking you

For Paris Goldton Solutions Pvt Ltd

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NAWAC SHAP OF EVAILE

Collega Code:1610



Dear Mohammed Ahmed Hussain, H.no: 419/37/1/A, Karwan Road. Hyderabad - 500006.

Sub: PIE/ACD/NSAK1050

We are pleased to inform you that after careful consideration PIE INFOCOMM has decided to make you this offer of employment. This letter sets forth the terms the terms of the offer letter which if you accept, will give your employment.

Your Position will be AutoCAD Designer. You will report to the company by 18th July 2022. Your monthly CTC will be Rs: 4,50,000/- per annum. However, during employment with the company: you may be posted/transferred to any of the Offices/Projects/Divisions/Units of the Company existing or to be set at any other location in India. You will be on probation for a period of 1 year, which may be extended or reduced at the sole discretion of the management. During the period of probation, the appointment is terminable by the company. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation.



# CCEPTANCE:

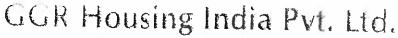
I accept the company terms and conditions and confirm by taking up the position Software Engineer from 18th July 2022.

Signature:

Nawab Shah Alam Khan College of Engineering and Technology

Hyderabad.

# 16-4-1/A, Carrilla From Hyderobad-500024





706, Manjeera Majestic Commercial, P.O.No. 15-31-S3 KPHB JNTU Road, HYDERABAD - 500 085. e-mail: peramggrhyd2016@gmail.com www.peramgroup.com

An ISO 9001:2008 Certified Company

REF No: GGR/ACE0821/1126

Date: 21st August 2021

Mr. Mohd Abdul Wasay H.no: 21/576/G, Dabeerpura,

Hyderabad - 500032.

Subject: Employment Offer Letter

pear Mohd Abdul Wasay,

We are pleased to offer you the employment with us for the position AutoCAD Engineer with a Salary of Rupees: 2,76,000/- per annum, as per the mutually agreed terms and conditions. As it is an AutoCAD position, you shall be stationed at our office in Hyderabad and will be accountable for Supervision in Telangana. A detailed appointment letter having your breakup compensation details and terms and conditions shall be given to you on the date of joining.

Your appointment will be on probation for a period of 12 months from the date of joining our organization. During probation period either side can terminate the employment agreement by giving fifteen (30) days' notice or salary of thirty days in lieu of the same. The Management reserves the right to waive off the notice period. The probation period of the employee can be extended or reduced at the discretion of the management.

You are expected to join on or before 01st September 2021. Please send your consent as acknowledgement and confirmation of your joining of our organization. Thanking you,

Yours truly,

or GOR Housing India Pvt Ltd

Hanka Reddy

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Date: 10/08/2021

To, Khaja Mudassir Hussain H.no-67-218/1/C, Market Road Lal Bazar, Charminar, Hyderabad – 500002.

# Ref: MTSM/HYD/212 - Offer Letter

Dear Khaja Mudassir Hussain

As per our discussions we are pleased to offer you the position of **Management Trainee** in Sales & Marketing department in Square Yards with an Annual CTC of Rs: 4,50,000/- per annum. The following terms and conditions would be applicable

- 1. This Job offer will be valid upon your joining us on before Date 17<sup>th</sup> August 2021 or any other date mutually agreed.
- 2. You will be covered under the Group Medical Insurance. Term Life Insurance and Accident Insurance as per applicable based on organization's Policies.
- 3. You shall be based at Hyderabad and shall be governed by the policies and regulations of Square Yards as communicated from time to time.
- 4. On joining the organization and you will be required to undergo a training and evaluation program.
- 5. This Letter of employment offer is subject to clearance from the "Pre-Employment Medical Examination" which you will be required to undergo by the company's Medical Officer or such other Medical Officer that the company may appoint.

Please sign a copy of the offer letter as your acceptance. At the time of joining please bring photocopy of all testimonials, educational certificates, four recent passport size photographs.

Thanks & Regards

Vinay Starma

PRINCIPAL

NAWAS SHASS ALAS ICHAN COLLEGE

OF ENGLISHING OF TECHNOLOGY
# 16-4-1/A, Herrichand, Hyderaliad-500024



Dear Shaik Hafeez,

H.no: 305-11-4, Saleem Nagar,

New Malakpet,

Hyderabad - 500036.

Sub: PIE/JSD/NSAK1026

We are pleased to inform you that after careful consideration **PIE INFOCOMM** has decided to make you this offer of employment. This letter sets forth the terms the terms of the offer letter which if you accept, will give your employment.

Your Position will be **Junior Software Developer**. You will report to the company by **18**th **July 2022**. Your monthly **CTC will be Rs: 4,50,000/- per annum**. However, during employment with the company: you may be posted/transferred to any of the Offices/Projects/Divisions/Units of the Company existing or to be set at any other location in India. You will be on probation for a period of 1 year, which may be extended or reduced at the sole discretion of the management. During the period of probation, the appointment is terminable by the company. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation.



# ACCEPTANCE:

I accept the company terms and conditions and confirm by taking up the position Software Engineer from  $18^{th}$  July 2022.

Signature:

Date

Nawab Spring and Technology

NAVI-2 SLOGY OF Electrical Hypertrat-500028 £15-4-1/A. Levendon, M. Hypertrat-500028 College Code:16:10



To,
MD Arbaz

H.no: 16/88-6, Raheem Colony,

Falaknuma,

Hyderabad - 500028.

Ref: SA/NSAKCET46/2021

Subject: Job Offer for Solutions Engineer

Refer to your virtual off campus drive interview which held on  $05^{th}$  August 2021 for the above ubjected position.

Further, the management has decided to offer employment with the position of **Solutions Engineer** with our organization. You will be placed at our corporate office based at Pune and will be reporting to Senior Manager - Development.

You are offered Rs. 4,80,000/- (Rupees Four Lacs Eighty Thousand Only) as an annual cost to company. You shall be eligible for performance appraisal after successfully completion of one year of employment with us and your salary will be increased according to your performance within this calendar year. You will get a detailed appointment letter after your joining with organization.

Please bring and submit the following documents at the time of Joining:

- 1. Certificates / mark sheets in support of your qualifications.
- Two Passports sized photographs.
- 3. Identity and Address proof. (Passport/ Driving license/ Voters ID card/ PAN card/Aadhar card).

We are happy to welcome you and congratulate you on your appointment and wish you a long and successful career with us.

Please sign a copy of this letter or reply with consent on our official email as a token of acceptance confirming your joining date.

Thanks, and Regards



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NAWAB SHAM ALAPL GLAL COLLEGE

OF ENGINEERING A TECHNOLOGY

16-4-1/A. New Majordet, Mydorabad-500024

College Updet1610

Date: 01st February 2021

Mr. Mohd Mansoor Sofi H.no: 36-154/1/A, New Saleem Nagar, New Malakpet, Hyderabad-500036.

Dear Mohd Mansoor Sofi Ref: ECT/NSAKCET/M736

Congratulations! We are pleased to confirm that you have been selected to work for Euthissa Care Technology Pvt Ltd. We are delighted to make you the following job offer.

The position we are offering you is that of "Assistant Software Developer" at a salary of Rs: 2,50,000/- per annum. This position reports to Project Lead, Mr. Srikanth. Your working hours will be from 9.30AM to 6.30PM, Starting Monday to Ending Friday.

We would like you to start work on at  $1^{\rm st}$  week of November 2021. Please report to Ms. Shreya, HR - Executive on  $03^{\rm rd}$  November 2021, for documentation and orientation. If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me by  $07^{th}$  November 2021 to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of our Euthissa Care Technology Pvt Ltd and look forward to working with you.

Sincerely,

Marsha Pare Technology Pvt Ltd

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# NOLOGY
# ST-1 - Community Hyderabae-500024
College Code:16:10





Dear Abdul Arbaaz,

H.no: 251/36-54/1, Shaheen Colony,

Barkas, Chandrayangutta,

Hyderabad - 500005.

Sub: PIE/JSD/NSAK1001

We are pleased to inform you that after careful consideration **PIE INFOCOMM** has decided to make you this offer of employment. This letter sets forth the terms the terms of the offer letter which if you accept, will give your employment.

Your Position will be **Junior Software Developer**. You will report to the company by **18**th **July 2022**. Your monthly **CTC will be Rs: 4,50,000/- per annum**. However, during employment with the company: you may be posted/transferred to any of the Offices/Projects/Divisions/Units of the Company existing or to be set at any other location in India. You will be on probation for a period of 1 year, which may be extended or reduced at the sole discretion of the management. During the period of probation, the appointment is terminable by the company. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation.



# ACCEPTANCE:

I accept the company terms and conditions and confirm by taking up the position Software Engineer from  $18^{th}$  July 2022.

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Date: 10AC Cold

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Date: 09th June 2021

## PERSONAL AND CONFIDENTIAL

To. Mohd Ata Ur Rahman H.no: 18-1-544/54/3, Sadath Nagar, Hyderabad - 500053.

Dear Mohd Ata Ur Rahman.

## Job Offer - Associate Application Test Engineer

I am pleased to offer you an appointment to the position of Associate Application Test Engineer with the Unisys located in Bangalore with Ref no: HR/UNISYS/14/2021. This training position is for a 1-year term beginning 05th July 2021. You will be on probation for 6 months and your continued participation in the training position will be dependent upon successful completion of courses and learning objectives as scheduled in the training plan. If you successfully complete the training program, you will be offered a permanent position as Associate Application Test Engineer.

Your starting salary will be Rs: 40,000/- per month i.e. CTC of 4,80,000/- per annum. Upon successful completion of courses and training objectives for each year as laid out in the training plan, and when verified by your trainer, your salary will be increased to 30% of the target position starting salary for the second year of training.

If you agree with the above conditions, please indicate your acceptance by signing a copy of this letter and returning it with in stipulated time.,

Congratulations on your appointment. Should you have any questions concerning this job offer, please contact HR Department.

Sincerely.

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