

APPOINTMENT LETTER

Date: 06-10-2023

Dear **Mehedi Hasan**,

We are delighted to extend our congratulations on your successful selection for the position of **Frontend Web Developer Free Internship at 3NEST Software Company**. We believe that your skills and enthusiasm will make a valuable addition to our team.

Position Details:

- **Position Title:** Frontend Web Developer Free Internship
- **Duration:** 2 Months
- **Start Date:** 07-10-2023
- **End Date:** 30-11-2023
- **Working Hours:** 20 per week
- **Location:** Remote

Reporting Structure:

You will report directly to our **HR. Md. Sabbir Hossain** in telegram (t.me/hr3nest), who will provide guidance and support throughout your internship.

Compensation and Benefits:

During your internship, you will receive the following compensation and benefits:

1. You will receive a **certificate**.
2. You will get a **letter of recommendation**.

Expectations and Responsibilities:

During your internship, you will be expected to:

1. Collaborate with the frontend development team to design and develop user interfaces for web applications.
2. Assist in coding, testing, debugging, and implementing frontend solutions.
3. Participate in team meetings and contribute to project discussions.
4. Adhere to company policies, guidelines, and deadlines.

Acceptance of the Appointment:

To confirm your acceptance of this appointment, please sign and return a copy of this letter by 07-10-2023. You can scan and email the signed document to 3nest.official@gmail.com.

Internship Agreement:

The terms and conditions of your internship are:

1. You have to Read, Write, Listen, Speak fluently in English.
2. You have to read every text, email, and link properly before reply.
3. You have to be attentive in every meeting.
4. You have to work properly for at least 4 hours daily.
5. You have to setup wakatime with your code editor (eg. vscode, sublime text) and send us your profile link.
6. You have to submit your daily task everyday to HR or Lead.
7. You have to be active and do proper tasks on time before the deadline.
8. You can't share our projects outside anywhere.
9. You can't share our internal conversation outside anywhere.
10. You have to listen to your team lead anyway.

Termination:

You have to follow the internship policies to continue this internship. If you break any rules, the company can terminate you anytime.

Confidentiality:

As an intern at 3NEST Software Company, you may have access to sensitive company information. You are expected to maintain strict confidentiality and not disclose any proprietary or confidential information during or after your internship.

Code of Conduct:

You are required to adhere to our company's code of conduct throughout your internship. Any violations may result in disciplinary action.

Evaluation and Feedback:

During your internship, you will receive periodic evaluations to assess your progress and performance. We encourage open communication and value your feedback on your internship experience.

We are excited to have you on board as a Frontend Web Developer Free Intern at 3NEST Software Company.

Congratulations once again on your appointment. We believe that this internship will be a valuable learning experience, and we look forward to working with you.

If you have any questions or require further information, please feel free to contact **HR. Md. Sabbir Hossain** in telegram (t.me/hr3nest), or email us at our official email address 3nest.official@gmail.com.

Thank you for considering this opportunity with 3NEST Software Company. We anticipate a productive and rewarding internship together.

Best regards,

A handwritten signature in black ink that reads "Almas". The script is cursive and elegant, with the first letter 'A' being particularly large and stylized.

Md. Almas Ali
Co-Founder and CTO
3NEST Software Company
3nest.official@gmail.com