



**RENU SHARMA**  
Health Care And Education Foundation  
Unique ID: DA/2025/03/24

# Renu Sharma Healthcare and Education Foundation

Pataudi Road, Farrukhnagar, NM 22, Old DLF, Sector 14, Gurugram, Opp. Old Bus Stand, Bahadurgarh, Haily Mandi Road, Opp. Oriental Bank, Pataudi, Agro Mall, Rohtak

Contact Information: For any inquiries, please reach out to us:  
Email: [official.renusharmafoundation@gmail.com](mailto:official.renusharmafoundation@gmail.com)  
Phone: (+91) 9671457366

## Offer Letter

Date : **19-12-2024**

Subject: Offer Letter for **Data Analytics Internship**.

**Dear Azad,**

I am delighted & excited to welcome you to **Renu Sharma Healthcare and Education Foundation** as a **Data Analyst intern**. We believe that our team is our biggest strength, and we take pride in hiring only the best and the brightest.

We are confident that you would play a significant role in the overall success of the venture, and we wish you the most enjoyable, learning-packed, and truly meaningful internship experience with Renu Sharma Healthcare and Education Foundation.

Your appointment will be governed by the terms & conditions presented in Annexure A. We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign at the end of this offer letter as your acceptance and forward the same to us.

**Congratulations!**

Contact us:  
[renufoundation.org](http://renufoundation.org)  
(+91) 9671457366

Founder  
Neha Sharma

# Internship Terms and Conditions (Summary)



Position: **Data Analyst**

Reporting Manager : **Mr. Ankit Sharma (C00)**

Start Date : **24-03-2025**

Duration : **3 months**

## Commitment:

- Dedicate efforts exclusively to RENU SHARMA HEALTHCARE & EDUCATION FOUNDATION
- Notify your mentor of any commitments in advance.

## Work Environment:

- Internship conducted remotely.
- Regular check-ins with your mentor.

## Intellectual Property:

- All produced work belongs to RENU SHARMA HEALTHCARE & EDUCATION FOUNDATION.
- Restrictions on storing, copying, selling, sharing, or distributing work.
- Avoid public discussions about work without mentor's consent.

## Data Privacy and Security:

- Safeguard data confidentiality.
- Follow strict data security guidelines.
- Return and delete all work-related data at the end.

## Exclusivity:

- No other employment during the internship, except academic commitments.
- Breach may lead to termination and damages.

## Termination Policy:

- Either party can terminate with a 10-day notice.
- Immediate termination for misconduct or policy violations.

## Professional Conduct:

- Maintain professionalism and respect.
- Strive for creativity and hard work.

## Feedback and Growth:

- Regular feedback and open dialogue about performance.

## Core Principles:

- Enjoy your work and uphold ethical values.
- Challenge the organization to maintain these principles.

## Compensation:

- Unpaid internship.

I, Kuldeep Patidar, have read, understood, and agree to all terms and conditions outlined in this internship letter and Annexure.

Place : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_\_\_

Signature