

To : Vigneshwaran
188, melaviduthi, summatividithi,
Pudukottai - 622301

January 28, 2024

Dear Mr. Vigneshwaran

We would like to congratulate you for being selected as a Full Stack Intern for the Internship Program with Zetway. Your Internship is scheduled to start on 29/01/2024. All of us at Zetway are excited that you will be joining our team!

As such, your Internship will include training/orientation and will be focused primarily on learning and developing new skills, gaining a deeper understanding of concepts through hands-on application of the knowledge you attain in class.

Upon completion of the program, you will receive a Certificate of Completion, a Letter of Recommendation, and an appreciation letter from the company. Project details will be shared with you on or before the commencement of Internship. Your appointment will be governed by the terms and conditions presented in Annexure A.

Congratulations again, and we look forward to working with you. We trust that your experience and skills will be a valuable asset to our company.

Regards,

Vignesha.M

Human Resources Team
Zetway Technologies



Phone
6379128199



Email
hr@zetway.in

Annexure A

You shall be governed by the following terms and conditions of service during your Internship with Zetway.

- You are being selected as a Full Stack intern. As a Full Stack intern, you would be responsible for completing the training modules on our company.
- Your date of joining is 29/01/2024.
- All the work that you produce at or in relation to Zetway will be the intellectual property of Zetway. You are not allowed to store, copy, sell, share, and distribute it to a third party under any circumstances.
- You will be using your computer throughout the program.
- You will be working remotely for the duration of the Internship.
- You are expected to conduct yourself with utmost professionalism in dealing with your mentor, team members, colleagues, clients, and customers, and treat everyone with due respect. In case of misbehavior, the company reserves the right to terminate your internship on disciplinary grounds.
- We take data privacy and security very seriously. To maintain the confidentiality of any students, customers, clients, and companies' data and contact details that you may get access to during your Internship will be your responsibility. Zetway operates on a zero-tolerance principle regarding any breach of data security guidelines. At the completion of the Internship, you are expected to hand over all Zetway work/data stored on your personal computer.