

Date: - 24-12-2024

College: - ABES Institute of Technology , GHZ
Subject: - Offer letter for the Start-up Program.

Dear Sapna Pathak,

We are pleased to offer you a position in the **Cincooni Systems Start-up Program** as an **Associate Business Growth** in various departments of Cincooni Systems. The company's main focus will be on your specific domain, and upon the successful completion of the program, high-performing candidates will receive placement in their chosen area of specialization.

Your first day of joining will be on **25/12/2024**, and the **Start-up Program** will conclude on **25/02/2025**. In addition to the duties discussed during your interview, you will report to a supervisor, who will be assigned at the time of your joining, and your mentor, **Vikas Vivek**, who will provide assistance with technical aspects and the syllabus throughout the program.

Subject to your acceptance of the terms and conditions outlined in this letter, your projects and responsibilities during the program will be determined by the supervisor assigned to you for the duration of the program.

For your daily roles and responsibilities, please refer to the **domain description documents** provided.

Please note that the program we offer is one of the finest and most highly recommended in the industry. Our company is committed to providing you with an exceptional learning experience, enabling you to receive a well-rounded education. As a participant in the program, you are not considered a full-time employee of the company and therefore will not be entitled to health or compensation benefits during this period.

It is important to understand that participation in the start-up program does not constitute an offer of employment. Upon successful selection and completion of the program, you will receive an employment offer letter, including a detailed breakdown of your fixed salary.

You will receive a stipend of **10K/month**, along with a direct link to a **5% internal performance reward** via your employee dashboard panel, payable at the end of the program. During the program, you will be granted access to the company's clients and confidential information. You agree not to share this information with any external parties and will not use it for personal benefit. Upon completion of the program, you will be required to return all equipment, property, and documents belonging to the company.

Placement Package

For the best performers, the company can offer a **Placement Offer (PO)**. The package will include:

- A **CTC of Rs. 5-9 LPA (fixed)** during the first 6 months of the probation period.
- A **Pay-Per-Performance** incentive of up to **Rs. 3-6 LPA (variable pay)** after the 6-month probation period.

Further career growth will depend on your performance and will be rewarded accordingly. From your date of joining to the program end date, the company will share all assignment and attendance reports with your college.

✉ info@cincooni.com

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🌐 www.cincooni.com

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Gautam Buddh Nagar, UP-201301

Start-up Program Expectations

Please note that all candidates are expected to:

- Complete their assignments and tasks within the stipulated time.
- Attend company meetings regularly.
- Actively participate in the case studies provided by the company.

Failure to meet these expectations may result in the company being unable to provide certain benefits. **Cincooni Systems** encourages a positive, friendly environment that fosters teamwork while maintaining professional conduct as outlined in the reporting procedures.

Final Provisions

All concerns or queries should be directed to your immediate supervisor or the HR administrator. If you have any questions, feel free to reach out to us.

We look forward to welcoming you to **Cincooni Systems** and are confident that this program will provide a valuable learning experience for your future career.

At Cincooni Systems, we foster a friendly and collaborative work environment with a focus on professional conduct. We encourage teamwork, and all queries and concerns should be directed to your immediate supervisor or the office administrator/HR.

If you have any questions or need clarification, please feel free to contact us.

We look forward to having you on board and are excited about the journey ahead!

Congratulations on the Start-up Program!

Best Wishes,

Thanks & Regards,

Manager, HR

Neha Sharma

Neha Sharma

Cincooni Systems (P) LTD.



Note: - This is a computer-generated document. No signature is required.

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