



Internship Offer

Date: 26- July -19

Dear Dilip,

We are pleased to extend you this offer of Internship in our organization for 1 year under our Digital in **CSC Program**. Your designation would be **Intern**. Your initial place of posting will be Mumbai

Your internship will begin on 6 Aug 2019 and will extend to 6 Aug 2020.

You will be paid a stipend of **INR 15000** per month.

Your internship will include process training and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in campus.

Your Initial shift timing will be General shift. You will be required to work for five days a week and will be entitled for two weekly offs per week. Your weekly Offs as well as your shift timings are subject to change basis the roster for your program – your manager will inform you about the same.

Your internship with the company is “at will” which means that company may terminate your internship at any time, with or without cause and with or without notice.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

Terms of your internship are governed by eClerx and eClerx reserves the right to make changes to your work location, shift and business vertical based on requirements of the organization.

Kindly sign a copy of this letter as a token of your acceptance of this offer.

Yours Truly,

For eClerx Services Ltd.



Shreya Sharma

Associate Process Manager – Human Resources

Accepted By

(Candidate's Name)

Office Address

eClerx Services Limited

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A Wing and 4th Floor of A & B Wing,
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