

 +880 1897-015708

 the nexgenix.com

 IT Business Incubator, CUET 4th Floor,  
Raozan , Bangladesh



10 December 2025

### Naznin Akter Roshmny

**Address:** Rupnagar, Mirpur Road no 39, House no, 1/2,  
Rupnagar Abashik, Mirpur Dhaka

We are pleased to offer you a remote part-time internship position as a **Front-end Developer (Intern)** at **NexGenix**. We were impressed with your enthusiasm and believe that your skills in HTML, CSS, JavaScript, and modern front-end frameworks align perfectly with our company's mission and development goals. Your passion for designing user-friendly interfaces, creating responsive layouts, and delivering seamless user experiences will be a valuable asset to our development team. We look forward to seeing the positive impact you'll make as part of our journey toward digital excellence.

Details of your internship are as follows:

- Position: Front-end Developer (Intern)
- Start Date: 11/12/2025
- Duration: 4 Months
- Office Time: 24 hours per week
- Mode: Remote
- Department: Nexgenix Development Team

#### Internship Responsibilities:

- User Interface Development: Designed and implemented responsive, user-friendly web interfaces using HTML, CSS, and JavaScript, ensuring intuitive navigation and consistency across devices.
- Framework Usage: Built dynamic front-end applications using frameworks like React.js and/or Vue.js to enhance functionality and performance.
- Cross-Browser Compatibility: Ensured consistent user experience across different browsers and devices through testing and optimization.
- Code Optimization: Wrote clean, efficient code with performance and scalability in mind.
- Component Design: Created reusable components and modular UI elements to maintain design consistency and reduce redundancy across projects.
- API Integration: Integrated RESTful APIs and handled asynchronous data rendering using Axios or Fetch for seamless backend communication.
- Version Control: Utilized Git and GitHub for version control, collaborating on code repositories and managing development workflows.
- Responsive Design: Implemented responsive layouts using CSS Flexbox, Grid, and media queries to ensure seamless mobile-first design and optimal user experience across all devices.
- Debugging & Troubleshooting: Resolved front-end bugs using browser dev tools and console logs.
- Accessibility Compliance: Followed WCAG standards to make applications inclusive for all users.
- UI/UX Collaboration: Worked closely with designers to translate mockups and wireframes into functional and visually appealing interfaces.
- Performance Tuning: Optimized page load speed and front-end performance through techniques like lazy loading and minification.
- Tool Familiarity: Gained experience with front-end tools like Webpack, npm, and testing tools.
- Testing: Participated in front-end testing using Jest or React Testing Library to ensure quality.
- Learning & Development: Continuously explored new libraries, frameworks, and best practices in front-end development to improve skills.

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## Leave Policy

- 4 days leave for each month of the internship, in addition to Bangladeshi national holidays.
- To take a leave, just submit a request to the administration team.
- In case of illness or injury, inform the company as soon as possible (or have someone do it on your behalf).
- Unused leaves can be carried forward to the following month, but must be used before the end of the internship period.
- Any leave exceeding the allotted 4 days per month will be considered unpaid unless approved by the administration.

## Keeping Things Confidential

As part of your internship agreement with NexGenix, you will have access to confidential and sensitive information that is essential to our operations and success. It is your duty to keep this information secure and not share it with anyone outside the company.

- Secret Sauce: This includes any proprietary information, technical data, internal tools, trade secrets, or development knowledge that gives NexGenix a competitive edge.
- Company Blueprints: Business strategies, product plans, research, marketing ideas, and client or market-related information are all considered confidential and must be kept private.

Protecting company data is a matter of professional ethics. Any misuse or leakage of confidential information may result in the termination of your internship and further action if necessary.

## Remuneration details

- At NexGenix, we believe in providing valuable learning experiences for our interns. While our internship program is unpaid, we offer several benefits designed to enhance your professional development and support your journey in the industry. On top of that, you'll have the opportunity to earn performance-based bonuses!

## Acceptance

To accept this offer, please sign and return a copy of this letter by 10/12/2025. We look forward to welcoming you to the NexGenix team! Your journey with us is just beginning, and we're excited to see the impact you'll make. Together, let's build something exceptional!

Sincerely,

Rajia Sultana  
Junior HR & Operations Executive  
PDA | Pathway for Domestic Alternatives  
IT Business Incubator, CUET 4th floor

(Intern signature)