

OFFER LETTER

Electronic city Bengaluru ,Karnataka,
PN 560100
support@infotact.in
+91 9124936538

Date : 20/03/2025

Duration : 3 Months

Domain : Web Development

Dear Sanjaykumar v

We are pleased to offer you an internship opportunity with Infotact solutions as an **Associate L1**. This internship will provide you with valuable hands-on experience, enhance your skills, and offer insights into real-world projects within a dynamic team environment.

Key Details of the Internship:

- **Location:** Fully remote
- **Stipend:** Performance-based stipend of **up to ₹5,000 per month**, subject to your contribution and achievement of predefined goals.
- **Reporting Manager:** You will report to your manager/trainer and are required to provide weekly updates on assigned tasks and projects during reviews.

Key Responsibilities:

As an **Associate L1**, your role and responsibilities will include:

- Collaborating with the development team to design, develop, test, and deploy applications or modules as per project requirements.
- Writing clean, efficient, and maintainable work using relevant programming languages/technologies.
- Participating in code reviews to ensure quality standards are met.
- Troubleshooting and debugging issues to ensure optimal performance.
- Developing documentation for processes, code, and system designs.
- Learning and applying new tools, frameworks, and technologies relevant to the project.
- Actively contributing to weekly project reviews and incorporating feedback.
- Meeting deadlines and delivering tasks as per project requirements.

Performance Review and Stipend:

Your performance will be reviewed weekly based on the quality of your work, adherence to deadlines, and your contribution to team goals. The performance-based stipend of up to ₹5,000 per month will be determined accordingly.

Recognition and Benefits:

Upon successful completion of your internship, you will receive the following:

- **Recognition Letter:** Acknowledging your contribution and role during the internship.
- **Experience Letter:** Detailing your responsibilities and accomplishments.
- **Job Assistance:** Support in improving employability through career guidance and mentorship (Note: This is not a job guarantee).
- **Exposure and Learning:** Opportunity to work on live projects and enhance your professional skill set.
- **Expectations and Conduct:** We expect you to adhere to the company's policies, maintain confidentiality, and demonstrate a professional attitude throughout the internship. Any breach of policies may result in termination of the internship.

Next Steps:

Please confirm your acceptance of this offer by signing and returning a copy of this letter by 3 (three) days from above mentioned sent date.

If you have any questions or need clarification, feel free to reach out to us at **support@infotact.in | +91 9124936538**

We are excited to have you join our team and look forward to seeing your contributions as an Associate Developer.

Yours sincerely,

Executive Director



A handwritten signature in blue ink, appearing to read 'Dr. Ashish Ranjan Dash'.

Dr. Ashish Ranjan Dash

Acknowledgment and Acceptance:

I, _____, acknowledge and accept the terms and conditions outlined in this internship offer letter.

Signature - _____

Date - _____