

Internship-cum-Offer Letter

Dear Kritansh Bhardwaj,

We are pleased to offer you the position of **Intern** in our Company.

After completion of your internship period, you will be designated as **Junior Associate Engineer**. Acceptance of this letter is by expression acceptance of the service agreement of Minimum contractual period. "Minimum Contractual Term" means the Internship Period i.e. (initial minimum 6(Six) Months which can be extended till the time you have not cleared for your final semester exams) and 1 year thereafter.

The date for commencement of your joining is 15th January 2025. You must report to the office at 10:00 AM at the given address.

Upon joining, you will be required to get signed copy of his letter along with the documents requested. Your compensation and internship process will be as follows:

- **Stipend** - With effect from your joining date, you will be entitled for the **monthly stipend of INR 10,000** per month during internship. If you do not submit internship request letter then there will be a deduction for Esi and PF, and you will get around **INR 8,400**.
- **CTC** - Post completion of internship, your salary will be **between CTC of 4.0L - 6.0L** depending on your performance. *Annexure is given assuming CTC @5 lac per annum*
- **Duration** - Internship period will be of 6 months and after that you will be chosen as FTE
- **Selection/Performance**: Depending on how you perform and how quickly you learn during your internship program, you will be selected as FTE

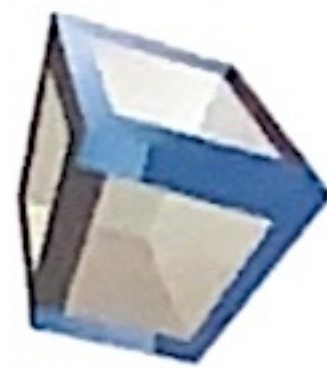
Roles and Responsibilities: [Quality Assurance]

- Design and implement quality assurance processes and methodologies
- Develop and maintain quality standards and procedures
- Creating test plans that outline the testing strategy, scope, resources, and schedule
- Executing test cases, scripts, and scenarios to verify product functionality and performance
- Documenting and maintaining records of QA activities, test results, and issues
- Generating reports on the status of quality assurance activities
- Collaborate with development teams to ensure timely resolution of identified issues
- Plan and oversee testing of company products to verify adherence to quality standards
- Identifying and resolving workflow and production issues

Documents Needed:

- Original and 1 Photocopy of all marksheets of graduation and post-graduation till date.
- Original and 1 photocopy of marksheets and certificates of X and XII.
- Your original documents will be kept for the duration of your internship and thereafter for 1 year.
- Internship request letter from university/college (On letterhead)
- Training Certificate (if any)
- Original and 1 Photocopy of Identity Document (Driving License/Pan Card/Aadhar Card) etc
- 1 passport size photograph

Note: Company can terminate this internship and offer if candidate delays in joining without prior information OR do any misconduct OR underperform during internship period.



SYSQUARE

Simplifying Tech For You

SALARY ANNEXURE

| S.No | EMOLUMENTS | Yearly | Monthly |
|-----------------|--|--------------------|------------------|
| A | Basic Pay | 2,00,000.00 | 16,666.67 |
| B | House Rent Allowance | 1,60,000.00 | 13,333.33 |
| C | Other Allowance | 18,400.00 | 1,533.33 |
| D | Employer's Provident Fund Contribution | 21,600.00 | 1,800.00 |
| E | FIXED PAY (A+B+C+D) | 4,00,000.00 | 33,333.33 |
| F | GROSS SALARY (E-D) | 3,78,400.00 | 31,533.33 |
| G | Employee's Provident Fund Contribution | 21,600.00 | 1,800.00 |
| H | Health Insurance <i>(subject to change/optional)</i> | - | - |
| I | Gratuity <i>(subject to change)</i> | 9,620.00 | 801.67 |
| J | Paid Leaves | 5,555.56 | |
| K | RETIRALS (G+H+I+J) | 36,775.56 | 3,064.63 |
| L | IN HAND (F-K) | 3,41,624.44 | 28,468.70 |
| M | Previous Year Retention | - | - |
| N | Retention Bonus <i>(given over period of 4 years in different ratio, every year)</i> | 60,000.00 | - |
| O | Performance Bonus | 20,000.00 | - |
| P | Team Growth and Project Bonus | 20,000.00 | |
| Q | VARIABLE PAY (M+N+O+P) | 1,00,000.00 | - |
| CTC(E+Q) | | 5,00,000.00 | 41,666.67 |

With the signature below, I accept this offer for employment.

Kritansh
Bhardwaj

(Name)

Kritansh

(Signature)

15th January 2025

(Expected Joining Date)

Jaipur

(Joining Location)

9529198950

(Mobile Number)

Kritansh2001bhardwaj@gmail.
com

(Email Address)



H18-21, Blessings Plaza, 1st Floor,
Subash Nagar Shopping Centre,
Jaipur, Rajasthan 302016



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