**{{letter\_date}}**

{{first\_name}} {{middle\_name}} {{last\_name}}

{{email}}

Dear {{first\_name}},

Subject: **Internship Agreement Offer Letter – Quality Analyst Intern**

**Congratulations!**

We are pleased to offer you the position of **Quality Analyst Intern** at **UnlockDiscounts**.

UnlockDiscounts is an affiliate e-commerce platform offering amazing discounts on various apparel, electronics, university courses, and more. Join us on our mission to become a one-stop destination for all discounted products!

**Agreement**

You agree to accept the remote **Quality Analyst Intern** position at **UnlockDiscounts** for *three months*, from **{{start\_date}} till {{end\_date}}.** As a Quality Analyst Intern at UnlockDiscounts, you will assist the quality assurance team in testing web applications, identifying bugs, and ensuring the overall quality of our digital products. You’ll gain hands-on experience in manual and automated testing, learning to enhance the user experience through quality control.

**Internship Benefits:**

* Develop quality assurance skills through manual and automated testing.
* Work closely with development teams to improve product quality.
* Internship certificate at the end of tenure.

**Terms of the Internship:**

* This is an unpaid internship.
* Working hours: 9:00 am to 6:00 pm [Monday to Friday]
* A notice period of two weeks is required in case of resignation.
* Interns are allowed 2 days of leave per month (inclusive of casual, sick, and bereavement leaves). A medical note is required for sick leave beyond one day. For any extended leaves, a discussion with the reporting manager is mandatory.
* If you leave the organization or fail to complete the mandatory 3 months full-time tenure,

You will be required to pay a penalty of **₹199** to the organization.

* Absence without prior notice or approval from the reporting manager is prohibited and may result in termination.
* Harassment and bullying are strictly prohibited and can result in immediate termination.

To accept this offer, please respond to this email by today. For any questions or further information, please contact us at info@unlockdiscounts.com.

We look forward to welcoming you to our team and achieving great results together!

**Sincerely,**

**HR Team**

**UnlockDiscounts**