Contract Offer

Dear Mr. Joy Saha,

Our hiring team at Anodiam was excited to meet and get to know you over our past few interactions. It is my great pleasure to offer you a position at Anodiam in the role of <u>Consultant-Teacher, Computer Science</u>. This fixed-term contract position will start on 01/September/2023 and continue till 31/December/2024. You shall be given subsequent notification if your contract with us, will roll over further.

On behalf of our human resources team, let me invite you to our induction session on the 01/September/2023, Friday, at 5:00pm, at our office address "Anodiam, N-1/25, Patuli, Kol 94".

Please find the detail terms and conditions of this contract in annexure overleaf. Keep enlightening the lives of your students!
Thanks, regards and congratulations!

Anirban Chakrabarty

Mr. Anirban Chakrabarty
C.E.O.
Date: 25/August/2023
Place: Kolkata

Acceptance: I hereby declare that I have gone through the detailed terms and conditions of this contract offer from Anodiam and completely accept the same in full. I consent Anodiam to make payments for my service at the end of each month through electronic transfers into my following bank account:

Full Name (As per Bank Account): _____

Bank Name: _____

Account Number: _____

IFSC Code: _____

Candidate Signature: _____

Date: _____/_____/_____

Place: _____

Annexture I: Terms & Conditions

1. **Roles and responsibilities:** As the Consultant-Teacher, Computer Science, at Anodiam your roles and responsibilities will be as follows:
   - You shall be teaching in classes allocated to you. Being part of our extremely quality focused institution, you are expected to provide educational services of the highest quality standards.
   - You shall be planning, creating and maintaining study materials and contents which will be provided to our students through the Anodiam app.

2. **Anodiam Policies:** As the Consultant-Teacher, Computer Science, at Anodiam you need to abide by the follows policies:
   - Service Quality:
     https://drive.google.com/file/d/1G_r3FHIbKvW_MIrk1pjXnWaGsI7cuwu9/view?usp=drive_link
   - Duty of Care:
     https://drive.google.com/file/d/1hfySZSaXL6i4bUkUEeti6EmXvrap2TSS/view?usp=drive_link
   - General Norms:
     https://drive.google.com/file/d/1py8g-mL1CZNGLnQhjhyVZzBF_Oci3IG3/view?usp=drive_link
   - Contract Renewal & Termination:
     https://drive.google.com/file/d/1zDsPqdytCvrsidFRuwlRwIOcDfiSvVhz/view?usp=drive_link
   - Holidays and Leaves:
     https://drive.google.com/file/d/15fp6MCw9pUoM4jI6p09Xdi6DMpdGX6Ky/view?usp=drive_link
   - Privacy & Security:
     https://drive.google.com/file/d/1E236lx8Rxe3Rk1MN-Fz1MyyRX-9S3YQj/view?usp=drive_link
   - Work Health & Safety:
     https://drive.google.com/file/d/1hE466SmEsnU4FuPvb_zQBsLMyWluEaFG/view?usp=drive_link

   You will be briefed about the same in your induction. Further, you may seek constant help & guidance from respective managers in this regard.

3. **Identification Proof:** You are required to submit a copy of your **Aadhaar Card** as your identification proof.

Annexture II: Payout Details

Tuition fees: As the Consultant-Teacher, Computer Science, at Anodiam, at Anodiam, you shall receive tuition fees in INR (₹), according to the following tentative chart, on every month, for each class, having the respective number of students. Actual accounts may vary depending upon the classes you actually teach, post management approval.

Course Name	Student Strength			
	50 Plus	20 Plus	10 Plus	5 Plus
WB - XII - Computer Science	19800	9900	4950	2475
WB - XI - Computer Science	19800	9900	4950	2475
WB - X - Computer Science	8580	4290	2145	1073
WB - IX - Computer Science	8580	4290	2145	1073
ICSE - VIII - Computer Science	8580	4290	2145	1073
CBSE - VIII - Computer Science	8580	4290	2145	1073

Table-2: Tuition fees in ₹: Consultant-Teacher, Computer Science

Income Tax Deduction Considerations: The above payout figures are after payment of G.S.T. Income tax will not be deducted at source. You are personally responsible for your own Income Tax payment and submission of your Income Tax returns on your consolidated earnings after every financial year.