

Subject: Offer Letter

October, 2020

Dear **Divyansh**,

Congratulations !!

We are delighted and excited to welcome you as **Intern (Technical Content Writer)** at *GeeksforGeeks*. We believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture. We also wish you the most enjoyable, learning packed and truly meaningful work experience with us!

Your appointment at *GeeksforGeeks* will be governed by Annexure A and Annexure B of this Offer letter. Please do not hesitate to call/mail us for any information you may need. Also, please do sign each page of the print copy of this Offer letter as your acceptance and forward/mail the same to us.

Regards,
Sandeep Jain
Founder and CEO *GeeksforGeeks*

Subject: Offer Letter

Annexure A - Internship Details:

1. This is **Work From Home** Internship and it can be started from the first day of receiving the offer letter.
2. You will be paid for the article depending on the technical complexity, feedback and reviews on the article. Please note that you would be paid only for your published articles.
3. The following are the types of articles and the corresponding payments we make for each type:
 - 1) **For writing language codes of existing articles: Rs 50-60 per article**
 - 2) **For library functions: Rs 200-300 per article**
 - 3) **For other normal(DS, Algo etc.) articles: Rs 300-600 per article**
 - 4) **Improvement of existing articles: Rs 50 per article.**
4. There are three levels of Content Writer at GfG:
 - a. **Beginner –**
 - When you begin, you are at this level.
 - You write articles and you'll be paid according to the remuneration decided by our Review Team.
 - b. **Medium –**
 - At least 75 normal(DS, Algo etc.) articles are published.
 - You will be automatically promoted to this level **once our Review Team recommends you.**
 - Your remuneration per article may increase on the **basis of your performance.** (You need to drop a mail at **careers@geeksforgeeks.org** to increase your remuneration when you achieve this level. However, your remuneration may or may not increase and will be decided by GeeksforGeeks team on the basis of your articles)
 - To get promoted to this level, your articles must have minimal mistakes and must be published without major changes and repeated review comments.
 - c. **Expert –**
 - At least 150 normal(DS, Algo etc.) articles are published.
 - You will be automatically promoted to this level **once our Review Team recommends you.**

Subject: Offer Letter

- Your remuneration per article may increase on the **basis of your performance**. (You need to drop a mail at **careers@geeksforgeeks.org** to increase your remuneration when you achieve this level. However, your remuneration may or may not increase and will be decided by GeeksforGeeks team on the basis of your articles)
- To get promoted to this level, your articles must have close to ZERO mistakes and must be published without changes and repeated review comments.

5. For any extra work done apart from writing fresh articles (example: improving already published articles, replying to user comments on published articles, providing solutions/ explanations to quiz questions etc.) you will be paid an amount depending on the work done and the amount would be decided by the Review Team.

6. Please note that you'll be eligible for Remuneration and Certificate ONLY after successfully publishing at-least 10 articles (Please note that we don't pay for articles which are of 'Interview Experiences').

8. The stipend will be transferred into your bank account through the mode of online transfer. You will be asked for bank account details when needed.

9. Currently, you can request for stipend when you have your minimum 10 articles published and unpaid. This process may change later according to the requirements of the organisation.

10. Any plagiarism may lead to cancellation of an internship. Also, please make sure that the content you write is not already published on GeeksforGeeks.

12. Please go through the changes made to your previously published articles and incorporate those changes while writing articles in future.

13. Duration of internship can be from one month to one year.

14. Your all shortlisted articles will appear on our social media handles like Twitter, Facebook (ONLY if our team shortlist it for social media).

15. The content you send for publishing must be unique and must not be published anywhere else even in your name. Once the article is published, it is a copyright content of GeeksforGeeks.

16. You are eligible to use "GeeksforGeeks Intern" in your profile, resume, social media handles after accepting this offer letter.

Annexure B

You shall be governed by the following terms and conditions of service during your employment with GeeksforGeeks, and these may be amended from time to time.

1. NOTICE PERIOD: Under normal circumstances either the company or you may terminate this association by providing a notice (in writing) of 7 days without assigning any reason. However, the company may terminate this agreement forthwith under situations of in-disciplinary behaviors.

2. PROPRIETARY/CONFIDENTIAL INFORMATION: All the work that you will produce at or in relation to Geeksforgeeks will be the intellectual property of Geeksforgeeks. You are not allowed to store, copy, sell, share, and distribute it to a third party under any circumstances. Similarly you are expected to refrain from talking about your work in public domains (both Online such as blogging, social networking sites and Offline among your friends, college etc.) without prior discussion and approval with your mentor.

3. APPRECIATION: GeeksforGeeks is a Start-up and we love the people who like to go beyond the normal call of duty and can think out of the box. Surprise us with your passion, intelligence, creativity and hard work – and expect appreciation & rewards to follow.

4. GOVERNMENT LAWS: This agreement and any disputes arising or in connection with it shall be governed by the applicable laws of territory in which our company is currently located and operates in.

5. We reserve the right to revise these terms and conditions at any time, and you agree to abide by the most recent version of it .You will be duly informed in case of any further revisions that we make in the terms and conditions .In case of any clarification, you are accordingly advised to consult the company.

Have fun at what you do and do the right thing – both the principles are at the core of what *GeeksforGeeks* stands for and we expect you to imbibe them in your day to day actions during your work at GfG. Also, do challenge us continuously if we are falling short of the expectations on either of these!

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Acknowledgement

I have read, understood, negotiated and agreed to all the terms and conditions of Employment Offer, Annexure A, and Annexure B hereto and affix my signature in complete acceptance of the terms of the letter.

Name: _____

Place: _____

Date: _____

Signature: _____