

Tech News Inc
Tech News | Startups | Gadgets

September 27th, 2016

Internship Offer Letter at Tech News Inc.

Dear Aishwarya Ojha:

We are pleased to offer you temporary employment as an Intern with Tech News Inc. for the position of **Content Writer.** This is an educational internship. Our goal is for you to learn more about content writing and publishing tools. Please review the below terms and conditions for your anticipated internship with us.

As we discussed, your internship is expected to start from **September 28th, 2016**. You need to work minimum 4 hours per day. We will provide you with all kind of assistance so that you can learn as much as possible, as you learn we will set tasks for you and you need to achieve the task in given time frame.

As an intern, you will receive "temporary employment" status. As a temporary employee, you will not receive any of the employee benefits that regular Company employees receive, including, but not limited to, health insurance, vacation or sick pay, paid holidays etc.

Tech News Inc. will pay you Rupees: 300 for the 1st month as stipend which will be increased to Rupees: 700 per month from your 2nd month of internship Your 1st-month learning and performance will be taken into consideration. Your roles and responsibilities will be explained in an email from Tech News Inc. We will reserve all rights to the content written by you.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

If you violate any of the terms and conditions, Tech News Inc. reserves the right to terminate your employment for just cause at any time without notice and without payment in lieu of notice. Tech News Inc. can also terminate your employment at any time without any prior notice if found your learning and work is not found satisfactory or you are not taking your roles and responsibilities seriously.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.





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I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning a copy of it to us. If you have any questions, please contact us and do not hesitate

If you accept this offer, you will begin your internship with the Tech News Inc. on September 27th, 2016

Very truly yours,

Badre Alam Khan

Founder Tech News Inc.

I accept employment with the Company on the terms and conditions set out in this letter.

Aishwarya Ojha September 27th, 2016

