

AKSI AI AEROSPACE AND AGRI TECHNOLOGY VENTURES PRIVATE LTD

CIN: U26515TS2024PTC183792 || hr@aksiaerospace.com || www.aksiaerospace.com



Date :- 5/12/24

SUB - OFFER LETTER

Dear

Mr. Sai Charan Goli ,

We are pleased to offer you the position of " **Associate Engineer Trainee** " at **AKSI AI AEROSPACE AND AGRI TECHNOLOGY VENTURES PRIVATE LTD** on an internship basis. This internship is for a duration of 6 months beginning from your agreed start date. We are excited about the potential contributions you will make to the success of our company during this period.

Terms of Employment:

Your employment with **AKSI AI AEROSPACE AND AGRI TECHNOLOGY VENTURES PRIVATE LTD** will be governed by the following terms and conditions:

1. **Position:** - Associate Engineer Trainee
2. **Duration :** 6 months from the date of joining.
3. **Location:** IIT HYDERABAD
4. **Salary & Benefits:** Your stipend during this internship tenure will be Rs 10,000 /- per month. Any additional benefits you are eligible for will be explained during the onboarding process.
5. **Responsibilities:** You will be expected to fulfill your duties, roles, and responsibilities as outlined in the detailed job description that will be provided upon joining.
6. **Working Hours:** 08:30 am - 05:30 pm

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Agreement to HR Policies:

By accepting this offer, you confirm your agreement to abide by all the Human Resources policies and procedures set forth by **AKSI AI AEROSPACE AND AGRI TECHNOLOGY VENTURES PRIVATE LTD**. These policies include but are not limited to:

- Leave and Attendance Policies
- Confidentiality and Non-Disclosure Agreements
- Health and Safety Regulations
- Any other policies communicated during your employment

Please note that these policies may be updated from time to time, and it is your responsibility to stay informed of any changes in coordination with the HR Department.

On the date of Joining, you need to submit the following documents :

1. Two Passport-sized photographs
2. Driving License and Aadhar Card copies
3. PAN Card
4. SSC / HSC / Diploma and Degree Certificates (Original and Copy)
5. Experience and Relieving letters from all previous companies
6. Salary Certificates/Slips from your previous company
7. Address Proof (Electricity Bill / Telephone Bill)
8. PF Number and UAN Number of the previous company (PF Passbook)
9. Any other document you would like to submit
10. Fitness Certificate (From any MD or MBBS Physician)

Kindly acknowledge this offer letter as a token of your acceptance.

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Date of Joining :

Your date of joining will be on 20th Jan 2024 at 8:30 AM at IIT Hyderabad's Technology Research Park Building.

Date of Joining: _____

Next Steps:

If you agree to the terms outlined above and are ready to proceed, kindly reply to this email with your confirmation, filling in the blank for your date of joining or respond via email. We will proceed with the joining letter, outlining roles and responsibilities in brief, once you officially join the office.

If you have any questions or require clarification, feel free to reach out to the HR Department.

We look forward to having you as part of our team!

Best regards, _____

AMOL MISHRA

HR MANAGER | AKSI AEROSPACE (IIT HYDERABAD)

+91 9340293058

FOR AKSI AI AEROSPACE AND AGRI TECHNOLOGY VENTURES PRIVATE LTD

A handwritten signature in blue ink, appearing to read "Amol", with a horizontal line underneath.

