



VaultofCodes

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## OFFER LETTER

Dear Shivarth ,

Congratulations! We are delighted to offer you a position in our Training & Internship Program as a Web Development Intern at VaultofCodes. Your application and skills have demonstrated qualities we value, and we are confident that you will be a valuable asset to our team.

### Program Overview:

This Training & Internship Program is designed to provide hands-on experience through real-world projects, enhancing your practical knowledge in Web Development. Throughout the program, you will take on a variety of tasks as assigned by the Manager-HR and uphold VaultofCodes' standards in all activities. This experience will allow you to further develop essential leadership and management skills while working towards meaningful project outcomes.

### Terms of the Internship:

We believe in setting clear guidelines and expectations to maintain professionalism and accountability:

- Attendance and Participation: Active participation and consistent attendance are mandatory to qualify for the completion certificate and any recommendations. Unexcused absences may affect your evaluation.
- Project Submissions: Timely submission of all assigned projects is required to receive the final certificate. Those who do not submit projects or meet performance standards may receive a modified certificate, excluding certain details.
- Professional Conduct: Interns are expected to represent VaultofCodes with integrity and adhere to professional standards during interactions. Any breach of conduct will be addressed formally and may affect your standing in the program.
- Feedback and Evaluation: Your performance will be evaluated throughout the internship, and feedback will be provided to support your growth.

### Internship Details:

Location: Online/Remote

Duration: 1 Month, starting from 5th February 2025

At the successful completion of the program, you will receive a certificate summarizing your achievements and a letter of recommendation based on your performance and contributions.

We look forward to welcoming you to VaultofCodes and to supporting you on this journey. Should you have any questions regarding these terms, please feel free to reach out.

Regards,

Founder, VaultofCodes.in

