

Dated: 8th April 2017

To,
Mr. Sourabh Patel
E Mail: Sourabh.Patel@iiitb.org
Mobile: +91 9685188940
IIITB Student Id: MT2016159

Project Intern Offer Letter

Dear Sourabh,

Congratulations on being selected by STUPA IT- an innovation-led technology solution provider organization. We build world class software products based on the fusion of latest technologies that are “**Faster, Better, Sleeker & Affordable**” for our customers and with our customer-centric philosophy of “**We Make It Work For You**”.

Based our discussion with you and the IIITB authorities, we are pleased to offer you a project internship with our organization. The details of this internship are given below:

Role: Project Intern STUPA IT

Duration: 26th December 2017 to 25th June 2018.

Project Stipend: Rs 20,000/- per month

Reporting Manager: Technical Architect – STUPA IT or as per instruction from Technical Architect.

Work Timing: 9:30AM to 6:30PM, Monday to Friday.

Responsibilities: During this period, you are expected to perform the following responsibilities

- Follow the instructions from your reporting manager and work accordingly. This is mandatory.
- Complete the task assigned to you as per the target dates, by working as part of a team.
- Ensure defect free delivery. Commitment & Compliance to Scheduled Milestones, Budget & Desired Quality.
- Raise questions and seek clarifications. You are expected to enrich your skillsets through working & self-learning.
- Participate in the performance review process as per the defined scheduled (may happen with a faculty from IIITB)
- Participate in customer specific presentation and customer support activities.
- Prepare a report of your performance on monthly basis (template will be provided by STUPA IT)

You are requested to report at our IIITB Innovation Centre office on your joining date (see above) to initiate the work formalities.

We wish you a wonderful project internship with us to enrich your career prospect. Wish you all the best!

Regards



(Surajit Bose)
CEO & Co-Founder
STUPA IT Pvt. Ltd.
www.stupa.co

STUPA IT Services Pvt. Ltd.

634/1 (498/1), Karumuthu Centre, Anna Salai, Tenyampet, Chennai – 600 018, Tamil Nadu, India.