

Appointment Letter

Dear Mosamma Sultana Trina,

With reference to your application and recent interview, we are pleased to inform you that you have been approved by the President of YSSE, Sheikh Mohammad Yousuf Hossain, as an **Intern at Operations Management Department in Youth School for Social Entrepreneurs (YSSE)**. You are being appointed for the time period of **Four (04) Months**, which will be effective from **August 10, 2023**. YSSE provides a friendly and healthy environment for each and every member of the organization. So, we think you will have a great experience working with us.

By accepting this letter, you will be committed to fulfilling all your duties and responsibilities as a dedicated Intern, being actively involved with Youth School for Social Entrepreneurs (YSSE). We hope to have a long and successful professional relationship with you and wish you all the very best.

We are looking forward to having a great journey with you.

Sincerely,

Tamim

Abrar Hasin Tamim
Head of Operations Management Department,
Youth School for Social Entrepreneurs - YSSE

Approved By:

Yousuf

Sheikh Mohammad Yousuf Hossain
Founder and President,
Youth School for Social Entrepreneurs - YSSE

Code of Conduct

As an Intern of YSSE, you should strictly practice the following guiding principles:

- You will be dedicated to YSSE by every possible means during the next 4 months.
- Must agree to abide by the organizational constitution, vision, mission, regulations and all formal notices.
- Any change in your affiliation, address, status, email, phone or any necessary details must be informed to the YSSE authority.
- If you engage in abusive conduct or act fraudulently then you will be suspended immediately.
- As an Intern of YSSE, you can't carry out any kind of political or influential (that creates conflicts) identity inside of YSSE.
- You must be committed to obey the directions of the Board of Directors and Executive Body.
- You should keep the mission and vision of YSSE in your heart and be passionate about taking the responsibility when it is required.
- You will maintain confidentiality for any kind of sensitive information related to YSSE.

I hereby, declare to abide by all rules and regulations solemnly:

Signature of the Intern with date
Mosamma Sultana Trina
Operations Management Department
Youth School for Social Entrepreneurs (YSSE)