

OFFER & CONTRACT OF INTERNSHIP

Dear Vikas Kumar Garg,

With reference to your application and subsequent interview, we are pleased to offer you internship program as **"Finance"** at **BB Advisory**

Your internship will be online, starting from 15th July **2024**.

The tenure of Internship would be for 2 months i.e. from 15th July– 15th Sep 2024. **The stipend will be paid based on the performance, as discussed on "Pre-Internship Talk"**

Duties:

1. Understanding and working on pair trading.
2. Applying tools, techniques, strategies used in trading international currencies and commodities.
3. Recognize & examine the basics and risk rewards of the stocks, commodities and currency market.
4. Handling risk and money management.
5. Negotiating a profitable contract.
6. Provide client consultation to develop investment objectives.
7. To educate and advise individuals on investment decisions.
8. Work on acquired clients and trade in his/her portfolio.

If you agree to the terms of the Internship contract sent below, kindly send back a signed soft-copy of this letter by end of the day.

Also, at the time of joining scanned & send photo copy of - Aadhar Card, PAN Card, College Bonafide Certificate, Passport Photo, and College ID card.

We look forward to a mutually rewarding relationship.

Yours Sincerely,

HR Department



1. On your Joining you will be working on a project for a period of 2 months from 15th July- 15th Sep 2024.
2. During your internship you will be provided with ongoing feedback on your performances as measured against the goals and expectation of your position and program. Upon completion of the task, you will undergo a performance evaluation process based on the company's performance criteria for interns. You will be awarded a certificate of recognition upon successful completion of your internship.
3. You will be required to apply and maintain the highest standard of personal conduct and integrity and comply with all the policies and procedures of the company.
4. You are aware that during your internship, you will have access to and be entrusted with information in respect of the business if the company and its dealings, transaction and affairs, all which information is confidential and/or proprietary.
5. All notes and memorandum (whether in physical or electronic media) of any trade secrets are confidential information concerning the business of the company or any it's supplier, agent's clients' distributors or customers which shall be acquired, received or made by you during the course of your internship shall be property of the company and shall be surrendered by you at the end of your internship tenure.

Explanation: "Confidential Information" means the company's secrets and extends to all knowledge and information relating to the company's business, organization, finances, processes, specifications and technology.

6. You will be required to work Monday to Friday (inclusive) during our internship and your normal working hours shall be structured in accordance with the specific details of the work you are engaged in.
7. The company at any time decide to terminate your internship under this agreement without notice and without payment in lieu of notice, on any ground whatsoever, including change in the company's own plans and operations, or ground whatsoever, including change in the company's own plans and operations, or ground of unsatisfactory performance, gross default or misconduct in connection with or affecting the business of the company or violation of the company's policies, or absence without prior approval of your manager, or in the event of any breach or non-observance by yourself or any of the stipulations contained in this agreement which, in the company opinion is materially determined to its interest.

8. You shall be promptly terminated whenever requested by the company and in any event upon the termination of your internship (however and whenever such termination occurs) deliver to the company (or as otherwise directed by the company) all keys and passes, computers, computer disks, correspondence, documents, books, papers, files, records and reports and other property or materials belonging to or relating to the business of the company or control in the course of or in course queries of your internship and you shall not be entitled to and shall not retain any copied thereof.
9. You will be offered a "Pre-placement offer" (Full Time Employment) based on your performance during internship period.

Acceptance (Yes/No): Yes

Name: Vikas Kumar Garg

Signature: VIKAS

Date: 06/07/2024



MEMORANDUM OF UNDERSTANDINGS

This Memorandum of Understanding is executed on (06/07/2024) between two parties indicated

Below:

- **BB ADVISORY**

- **Vikas Kumar Garg**

This Memorandum of Understanding stands as evidence That BB ADVISORY and Vikas Kumar Garg have agreement that once the MOU is signed, either of the parties cannot call-off in the middle of the internship.

Terms and Conditions:

- If interns won't be able to fulfill the company's criteria, and then the company won't provide the certificate of completion.
- To provide candidates for internship for the mentioned duration of 2 months joining from (15/07/24).
- To cooperate and ensure good conduct towards colleagues and authority


Candidate Signature

Best Regards,

HR Department

