



The School Social

Shubham Kumar
kumarshubham10021998@gmail.com
+91- 8209026172
Delhi (Saket)

Subject: Placement Offer Letter for Web Developer

Dear Shubham,

With reference to your application and successful assessment, we're glad to offer you a permanent position of Web Developer with The School Social.

You will be required to work on a hybrid basis, visiting the office as per the need. Your work base location will be remote or **CoWrks Aerocity, Delhi**, Indira Gandhi International Airport, WorldMark 1, Tower A, Aerocity, Delhi 110037, India or any other coworking office as per authorities.

Regular Work Timing: 1030 Hrs to 1830 Hrs

Designation and Reporting: Your Designation will be 'Jr. Web Developer' and you shall directly report to any person assigned by the management.

Compensation and Reimbursements: You are entitled to a monthly compensation of **Rs. 22,000/- (In words: Rupees Twenty Two Thousand only)** inclusive of TA, DA, HRA. Salary is payable by the 10th of every month.

Period of Employment: Your employment commences full time from March 20, 2022.



Contact Details: EB-174, Maya Enclave, New Delhi - 110064
www.theschoolsocial.in; info@theschoolsocial.in; 9711804070



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Description of Work: You shall be responsible for the timely tasks as required by the management. As a Web Developer, your job would be to provide best support to the team in terms of website management, technology development and other tasks as allotted.

Hours per week: 48 Working Hours per week shall be devoted exclusively to the business of the Company. Daily report shall be assessed for quality purposes during the work tenure.

Leaves: You will be eligible for 24 days paid leaves per annum, for which, prior application shall be submitted.

Commitment: You will devote your whole time to the services of The School Social and will not engage in any personal or professional capacity with any trade or business or any other work which may interfere with the proper discharge of your duties, or lead to conflict of interest with The School Social.

You will deal with the Company's money, information, material and documents with utmost honesty and professional ethics. Your services can be dispensed with at any time if you are found guilty of misconduct, indiscipline, fraud, misappropriation or acting against the interests of the Company.

Termination of Employment: The employment can be terminated by both the parties upon giving a 2-month notice. In case the employee fails to serve the notice period, s/he will not be relieved from his/her services.

Miscellaneous:

- Proper disciplinary code should be followed.
- The appointment under this offer is subject to the Employee signing a non-disclosure agreement with the company, whereby he will agree not to disclose any information that may damage the interest of the company.
- The employee is not permissible to use this offer to seek a raise at any other job elsewhere outside of this company.



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At the time of joining, submit the following:

- a. Your recent Passport size photograph
- b. Copies of all Education Certificates
- c. Copy of Aadhar Card
- d. Emergency Contact Details
- e. Cancelled Cheque for bank account details
- f. Signed copy of provisional letter
- g. Provisional Mark sheet
- h. Copy of PAN Card
- i. No Objection Certificate from the last employer/ Last institution attended
Kindly accept the offer below, sign and return a copy at the earliest.

Shubham Kumar
(+91- 8209026172)



The School Social
(Authoritative Signatory)

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