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Internship Offer Letter | Aman | Data Analyst- Intern | 21st June'22 inbox x

HR weaddo <hr@weaddo.com>

to me, Jyoti, Sanchit, Protik, Prasan, Muskan, HR ▾

📧 Mon, 20 Jun 2022, 15:07



Dear Aman,

Greetings from Weaddo!

It is our pleasure to extend you an internship offer as **Data Analyst-Intern** on the behalf of **Weaddo-Unit of Stigen Martech Pvt. Ltd.** for **2 months** starting from **June 21,2022**.

You are expected to join duty at office on Tuesday, June 21, 2022. Reporting time to office on 21 June 2022 will be **10:00 AM**.

Please submit the scan copies of the following documents before your joining:

1. Experience documents(If any)
2. Educational documents: Marksheets, Certificates from 10th till highest education
3. Two Passport size photographs
4. Residential certificates(Driving License/ Voter ID etc.)
5. Copy of PAN Card
6. Copy of Aadhar Card
7. Copy of cancelled cheque.

Note:

1. Office timings- 10:00 am to 7:00 pm
2. Working days-5 (Monday to Friday)
3. No stipend will be provided to you during your internship tenure
4. You are required to arrange your own laptop during the internship period.
5. Office Address: **406,4th Floor Centrum Plaza, Sector 54, Gurugram, Haryana 122002**

For any clarification or Concern, please feel free to reach out to us either through email or by calling directly at **9560313450**.

Kindly send an acceptance of the above to proceed with your candidature.

We are looking forward to hearing from you soon.

Thanks,

Shipra Gupta



+91 9560313450

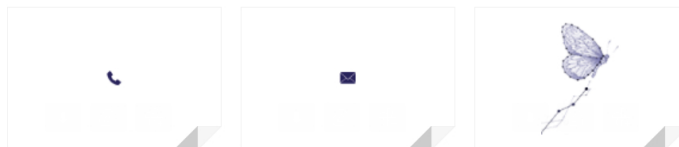
HR Generalist



hr@weaddo.com



3 Attachments • Scanned by Gmail ⓘ



AMAN SAINI <sainiaman8586@gmail.com>

to HR ▾

📧 Mon, 20 Jun 2022, 16:16



Respected Sir/Ma'am,

Thank you so much for extending this opportunity to me! WeAddo seems like a wonderful organization to gain true industry experience.

I am pleased to accept the position of Data Analyst-Intern on the behalf of **Weaddo-Unit of Stigen Martech Pvt. Ltd.** for **2 months** starting from **June 21,2022**.

Attaching all the required documents along with this email for your reference.

Again, thank you for the offer. I'm looking forward to joining the team and making a positive contribution to the company.