**Contract Offer**

Dear Mr. CIO,

Our hiring team at Anodiam was excited to meet and get to know you over our past few interactions. It is my great pleasure to offer you the position at Anodiam in the role of Chief Information Officer. This fixed-term contract position will start on 01/September/2023 and continue till 31/December/2024. You shall be given subsequent notification if your contract with us, will roll over further.

On behalf of our human resources team, let me invite you to our induction session on the 27th of August, 2023 at 3:00pm, at our office address “Orion Nebula, L-1, Anodiam, N-1/25, Patuli, Kol 94”

Please find detail terms and conditions of this contract in annexure overleaf. Keep enlightening the lives of your students!

Thanks, regards and congratulations!

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**Mr. Anirban Chakrabarty**

**C.E.O.**

Date: 23/August/2023

Place: Kolkata

**Acceptance:** I hereby declare that I have gone through the detailed terms and conditions of this contract offer from Anodiam and completely accept the same in full. I consent Anodiam to make payments for my service at the end of each month through electronic bank transfers into my following bank account:

Full Name (As per Bank Account): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bank Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Account Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IFSC Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annexture I: Terms & Conditions**

1. **Roles and responsibilities:** As the Chief Information Officer at Anodiam your roles and responsibilities will be as follows:

* As the Chief Information Officer, at Anodiam, you shall remain responsible for managing, maintaining and developing all information systems, mobile apps, cloud applications and on-premises applications of Anodiam.
* As the Chief Information Officer, at Anodiam, you shall remain responsible for all the data produced by, consumed by, stored at, processed by, or transmitted through the information systems of Anodiam.
* As the Chief Information Officer, at Anodiam, you shall remain responsible for all the educational contents produced by, consumed by, stored at or transmitted through the information systems of Anodiam.
* As the Chief Information Officer, at Anodiam, you shall remain responsible for mentoring and directing all other teachers in your Information Technology department for the following:
  + Ensuring highest quality standards in education delivery
  + Strategizing and realizing business growth of your department
  + Resolving all impediments towards above
* As Chief Information Officer, at Anodiam, you shall be teaching in classes allocated to you. Being part of our extremely quality focused institution, you are expected to provide educational services of the highest quality standards.
* As Chief Information Officer, at Anodiam, you shall be planning, creating and maintaining study materials and contents which will be provided to our students through the Anodiam app.

1. **Anodiam Policies:** As the Chief Information Officer, at Anodiam you need to abide by the follows policies:

* Service Quality:

<https://drive.google.com/file/d/1G_r3FHIbKvW_MIrk1pjXnWaGsI7cuwu9/view?usp=drive_link>

* Duty of Care:

<https://drive.google.com/file/d/1hfySZSaXL6i4bUkUEeti6EmXvrap2TSS/view?usp=drive_link>

* General Norms:

<https://drive.google.com/file/d/1py8g-mL1CZNGLnQhjhyVZzBF_Oci3IG3/view?usp=drive_link>

* Contract Renewal & Termination: <https://drive.google.com/file/d/1zDsPqdytCvrsidFRuwlRwIOcDfiSvVhz/view?usp=drive_link>
* Holidays and Leaves:

<https://drive.google.com/file/d/15fp6MCw9pUoM4jJ6p09Xdi6DMpdGX6Ky/view?usp=drive_link>

* Privacy & Security:

<https://drive.google.com/file/d/1E236lx8Rxe3Rk1MN-Fz1MyyRX-9S3YQj/view?usp=drive_link>

* Work Health & Safety:

<https://drive.google.com/file/d/1hE466SmEsnU4FuPvb_zQBsLMyWluEaFG/view?usp=drive_link>

You will be briefed about the same in your induction. Further, you may seek constant help & guidance from respective managers in this regard.

1. **Identification Proof:** You are required to submit a copy of your Aadhaar Card as your identification proof.

**Annexture II: Payout Details**

**Mentoring Fees:** As the ­­­­­­­Chief Information Officer, at Anodiam, you shall receive mentoring fees in INR (₹), according to the following tentative chart, on every month, for each class, having the respective number of students. Actual accounts may vary depending upon the classes you actually mentor.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Name** | **Student Strength** | | | |
| **50 Plus** | **20 Plus** | **10 Plus** | **5 Plus** |
| **ISC - XII - Computers** | 1598 | 799 | 400 | 200 |
| **ISC - XII - AI** | 3996 | 1998 | 999 | 500 |
| **ISC - XI - Computers** | 1598 | 799 | 400 | 200 |
| **ISC - XI - AI** | 3996 | 1998 | 999 | 500 |
| **ICSE - X - Computers** | 932 | 466 | 233 | 117 |
| **ICSE - X - AI** | 3330 | 1665 | 833 | 416 |
| **ICSE - IX - Computers** | 932 | 466 | 233 | 117 |
| **ICSE - IX - AI** | 3330 | 1665 | 833 | 416 |
| **ICSE - VIII - Computers** | 866 | 433 | 216 | 108 |
| **WB - XII - Computers** | 1998 | 999 | 500 | 250 |
| **WB - XII - AI** | 3330 | 1665 | 833 | 416 |
| **WB - XI - Computers** | 1998 | 999 | 500 | 250 |
| **WB - XI - AI** | 3330 | 1665 | 833 | 416 |
| **WB - X - Computers** | 866 | 433 | 216 | 108 |
| **WB - X - AI** | 3330 | 1665 | 833 | 416 |
| **WB - IX - Computers** | 866 | 433 | 216 | 108 |
| **WB - IX - AI** | 3330 | 1665 | 833 | 416 |
| **CBSE - XII - Computers** | 1598 | 799 | 400 | 200 |
| **CBSE - XII - AI** | 3996 | 1998 | 999 | 500 |
| **CBSE - XI - Computers** | 1598 | 799 | 400 | 200 |
| **CBSE - XI – AI** | 3996 | 1998 | 999 | 500 |
| **CBSE - X - Computers** | 932 | 466 | 233 | 117 |
| **CBSE - X – AI** | 3330 | 1665 | 833 | 416 |
| **CBSE - IX - Computers** | 932 | 466 | 233 | 117 |
| **CBSE - IX – AI** | 3330 | 1665 | 833 | 416 |
| **CBSE - VIII - Computers** | 866 | 433 | 216 | 108 |
| **MS Office** | 2664 | 1332 | 666 | 333 |
| **Advanced Excel (VBA)** | 2664 | 1332 | 666 | 333 |
| **C** | 2664 | 1332 | 666 | 333 |
| **C++** | 2664 | 1332 | 666 | 333 |
| **HTML, CSS, JavaScript** | 2664 | 1332 | 666 | 333 |
| **Java** | 2664 | 1332 | 666 | 333 |
| **Advanced Java** | 2664 | 1332 | 666 | 333 |
| **.Net (C#, VB.Net)** | 2664 | 1332 | 666 | 333 |
| **Advanced .Net** | 2664 | 1332 | 666 | 333 |
| **Microsoft Azure Cloud** | 2664 | 1332 | 666 | 333 |
| **React, MUI** | 2664 | 1332 | 666 | 333 |
| **React Native** | 2664 | 1332 | 666 | 333 |
| **PHP, WordPress** | 2664 | 1332 | 666 | 333 |
| **Linux, Shell Script** | 2664 | 1332 | 666 | 333 |
| **Networking & CCNA** | 2664 | 1332 | 666 | 333 |
| **Hands-on Network** | 2664 | 1332 | 666 | 333 |
| **Dev Ops** | 2664 | 1332 | 666 | 333 |
| **Docker & Kubernetes** | 2664 | 1332 | 666 | 333 |
| **Cloud, AWS, GCP** | 2664 | 1332 | 666 | 333 |
| **Cyber security Basics** | 2664 | 1332 | 666 | 333 |
| **Cyber security Advanced** | 2664 | 1332 | 666 | 333 |
| **Test Automation Selenium** | 2664 | 1332 | 666 | 333 |
| **MySQL** | 2664 | 1332 | 666 | 333 |
| **SQL Server** | 2664 | 1332 | 666 | 333 |
| **Oracle** | 2664 | 1332 | 666 | 333 |
| **Firebase** | 2664 | 1332 | 666 | 333 |
| **Tally** | 2664 | 1332 | 666 | 333 |
| **Advanced Comme Pkg** | 2664 | 1332 | 666 | 333 |
| **Python** | 3996 | 1998 | 999 | 500 |
| **Data Analytics** | 3996 | 1998 | 999 | 500 |
| **Data Science & AI** | 3996 | 1998 | 999 | 500 |
| **AI – DSP** | 3996 | 1998 | 999 | 500 |
| **AI – NLP** | 3996 | 1998 | 999 | 500 |
| **AI - Comp Vision (CNN)** | 3996 | 1998 | 999 | 500 |
| **IoT, Robotics** | 3996 | 1998 | 999 | 500 |
| **Advanced IoT, Robotics** | 3996 | 1998 | 999 | 500 |
| **Prince2** | 888 | 444 | 222 | 111 |
| **Agile Scrum** | 888 | 444 | 222 | 111 |

Table-1: Mentoring fees in ₹: Chief Information Office

**Tuition fees:** As the ­­­­­­­Chief Information Office, at Anodiam, you shall receive tuition fees in INR (₹), according to the following tentative chart, on every month, for each class, having the respective number of students. Actual accounts may vary depending upon the classes you actually teach.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Name** | **Student Strength** | | | |
| **50 Plus** | **20 Plus** | **10 Plus** | **5 Plus** |
| **Advanced Java** | 26400 | 13200 | 6600 | 3300 |
| **.Net (C#, VB.Net)** | 26400 | 13200 | 6600 | 3300 |
| **Advanced .Net** | 26400 | 13200 | 6600 | 3300 |
| **React, MUI** | 26400 | 13200 | 6600 | 3300 |
| **React Native** | 26400 | 13200 | 6600 | 3300 |
| **Linux, Shell Script** | 26400 | 13200 | 6600 | 3300 |
| **MySQL** | 26400 | 13200 | 6600 | 3300 |
| **SQL Server** | 26400 | 13200 | 6600 | 3300 |
| **Oracle** | 26400 | 13200 | 6600 | 3300 |
| **Firebase** | 26400 | 13200 | 6600 | 3300 |

Table-2: Tuition fees in ₹: Chief Information Office

**Content Fees:** As the ­­­­­­­Chief Information Office, at Anodiam, you shall receive Content Creation & Maintenance fees amounting to a total sum mentioned below. Also mentioned in the following chart, is the amount you will receive on every month, for each class, having the respective number of students, until the total amount of content fees is paid to you. Actual accounts may vary depending upon the amount of content you actually manage.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Name** | **Total Content Fees** | **Student Strength** | | |
| **50 Plus** | **20 Plus** | **10 Plus** |
| **Advanced Java** | 50000 | 4800 | 2400 | 1200 |
| **.Net (C#, VB.Net)** | 50000 | 4800 | 2400 | 1200 |
| **Advanced .Net** | 50000 | 4800 | 2400 | 1200 |
| **React, MUI** | 50000 | 4800 | 2400 | 1200 |
| **React Native** | 50000 | 4800 | 2400 | 1200 |
| **Linux, Shell Script** | 50000 | 4800 | 2400 | 1200 |
| **MySQL** | 50000 | 4800 | 2400 | 1200 |
| **SQL Server** | 50000 | 4800 | 2400 | 1200 |
| **Oracle** | 50000 | 4800 | 2400 | 1200 |
| **Firebase** | 50000 | 4800 | 2400 | 1200 |

Table-3: Content fees in ₹: Chief Information Office

**Income Tax Deduction Considerations:** The above payout figures are after payment of G.S.T. Income tax will not be deducted at source. You are personally responsible for your own Income Tax payment and submission of your Income Tax returns on your consolidated earnings after every financial year.