

EMPLOYMENT AGREEMENT

This employment agreement ("agreement") is made on this 01th May 2025. BY AND BETWEEN

- 1. Bulls Eye Knowledge System Pvt. Ltd. (Hitbullseye)**, a company incorporated under the laws of India, having registered office at E-305, Industrial Area, Sector 75, Sahibzada Ajit Singh Nagar, Punjab 160055, (hereinafter referred to as "Employer", which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors and assigns) of the FIRST PART,

AND
- 2. Suraj Singh**, S/o Mr Manoj Singh residing at –288/19 Sanjay Nagar Keshar Vihar Naubasta Kanpur, 208021 (hereinafter referred to as "Employee", which expression shall, unless repugnant to the context or meaning thereof, mean and include his/her heirs, executors, administrators, legal representatives, and permitted assigns) of the SECOND PART.

WHEREAS:

- A. The Employer is a comprehensive educational conglomerate which specializes in providing educational consulting services, test preparation assistance and a range of other activities related to the field of education.
- B. The Employee has been selected for employment with the Employer in the position of **Operations Manager – Training Programs (University Campus)** and is desirous of accepting the offer of employment.
- C. The Employer has agreed to employ the Employee, and the Employee has agreed to serve the Employer on the terms and conditions contained herein.
- D. The Employee agrees to abide by the terms, covenants and conditions as stipulated in this agreement. In case of non-adherence or wilful breach of trust, it will be considered as wilful breach of this contract.
- E. The Employee has given free consent without any coercion, undue influence, mistake, fraud or misrepresentation, to be employed by the employer and the employer has given his free consent to employ the employee on the terms, covenants and conditions set forth hereinafter in this agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS CONTAINED HEREIN, THE PARTIES HERETO AGREE AS FOLLOWS:

1. Appointment and Duration

The Employee shall be employed by the Employer in the position of **Operations Manager – Training Programs (University Campus)** commencing from 01st May 2025.

- 1.1. The Employee commits to the Employer for a minimum period of 1 years commencing from the 01st May 2025.
- 1.2. The Employee shall be subject to a probationary period of 01 month commencing on the 01st May 2025.
- 1.3. This contract may be extended or renewed upon mutual written agreement of the Employer and the Employee prior to the expiration of the current term.
- 1.4. The Employee will be remunerated a sum of **46,000/-** per month.

- 1.5 Employee will be provided with comfortable stay, Food allowance, Local Travel allowance and one time to and fro travel to the location of work.

2. Duties and Responsibilities

- 2.1 The Employee agrees to perform diligently, faithfully, and to the best of his/her abilities, all duties and responsibilities assigned to him/her by the Employer during the term of employment.
- 2.2 The Employee's duties may be reasonably modified at the Employer's discretion from time to time.
- 2.3 Employee shall comply with all Employer and HR policies, procedures, rules and regulations, both written and oral, as are announced by the Employer or HR from time to time. It is also understood and agreed to by the Employee that his assignment, duties and responsibilities and reporting arrangements may be changed by the Employer in its sole discretion without causing termination of this agreement.
- 2.4 Program Coordination & Execution:
- Plan, schedule, and manage daily training sessions (both aptitude and technical).
 - Ensure timely availability of trainers, classrooms, and training materials.
 - Coordinate with university staff for logistical and operational support.
- 2.5 Team & Trainer Management:
- Oversee and manage a team of trainers and support staff.
 - Handle onboarding, scheduling, and feedback for trainers.
 - Address day-to-day concerns raised by trainers or students.
- 2.6 Student Engagement & Communication:
- Communicate training schedules, updates, and changes to students promptly.
 - Monitor student attendance, engagement, and feedback to improve sessions.
 - Coordinate assessments and track student progress in collaboration with trainers.
 - Collect and analyze feedback from students and trainers to drive improvements.
 - Generate regular reports on attendance, performance, and program effectiveness.
- 2.7 Liaison & Stakeholder Management:
- Act as the key point of contact between the company and university administration.
 - Attend meetings with stakeholders and provide updates on training outcomes and challenges.
- 2.8 Crisis & Issue Management:
- Quickly address and resolve any operational issues that impact training.
 - Plan for contingencies such as trainer absence, technical failures, or scheduling conflicts.
 - If required, to take classes as well.

3. Leaves:

- 3.1 The Employee shall be entitled to Leaves as per the leave policy of the Employer's organization.
- 3.2 In case of any dispute regarding leave entitlement, approval, or any related matter, the decision of the employer shall be final and binding.

In case the university grants an extended vacation during the training period, 50% of the salary will be provided. Food and accommodation will be arranged by us only if the trainer chooses to stay in the provided accommodation.

Class Coverage during Exams/Projects: Leave requests during critical periods, such as exams or project submissions, may be denied based on operational needs and management's discretion.

4. Confidentiality and Non-Disclosure

- 4.1 The Employee agrees to maintain strict confidentiality of all confidential and proprietary information of the Employer and shall not disclose such information to any third party during and after the Contract Period.
- 4.2 Should Employee reveal or threaten to reveal this information, the Employer shall be entitled to an injunction restraining the Employee from disclosing same, or from rendering any services to any entity to whom said information has been or is threatened to be disclosed, the right to secure an injunction is not exclusive, and the Employer may pursue any other remedies it has against the Employee for a breach or threatened breach of this condition, including the recovery of damages from the Employee in alternative or in addition to the remedy of obtaining injunction.
- 4.3 You will not disclose any documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written, or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.
- 4.4 During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know – how, methods or refinements and business plans and business secrets and other information concerning the products/ business of the Company, hereinafter called the “SECRETS”. You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for at least 4 years’ period.
- 4.5 You will be bound by rules, regulations and orders promulgated by the management in relation to conduct, discipline and policy matters.
- 4.6 You will not give out to anyone, by word of mouth or otherwise, particulars of our business or administrative or organizational matters of a confidential nature which may be your privilege to know by virtue of you being our employee.
- 4.7 Company reserves the right to revoke or forfeit any salary/ incentives payments if at any given time the employee is/was found to be in concurrent employment with other employers for any tenure in whole or part thereof

5. Non-Compete Clause

- 5.1 During the entire period of employment, the Employee shall not engage, directly or indirectly, in any business or employment that competes with the Employer's business.
- 5.2 The Employee will devote full time, attention, and energies to the business of the Employer, and, during this employment, will not engage in any other business activity, regardless of whether such activity is pursued for profit, gain, or other pecuniary advantage.
- 5.3 Failure of this condition will be regarded as willful breach of this bond. Employee is not prohibited from making personal investments in any other businesses provided those investments do not require active involvement in the operation of said companies.

6. Training and Development

- 6.1 The Employer agrees to provide the Employee with training related to their role, which may include, but is not limited to, on-the-job training, workshops, seminars, and courses (the "Training").
- 6.2 In consideration of the Training, provided by the Company, along with recruitment and other miscellaneous expenses, the Employee agrees to a lock-in period of 1 Year commencing from the date of completion of the Training (the "Lock-in Period").
- 6.3 If the Employee voluntarily resigns or is terminated for cause before the expiration of the Lock-in Period, the Employee agrees to reimburse the Company for the costs incurred in providing the Training. The amount to be reimbursed shall be Rs. 50000/-
- 6.4 The Employee agrees that any reimbursement due under this clause may be deducted from their final paycheck or any other payments due to the Employee from the Company. If the final paycheck or other payments are insufficient to cover the full amount, the Employee agrees to repay the remaining balance within 30 days of termination.
- 6.5 At the time of joining, the Employee will be required to retain 15 days salary as retention amount, including, as demanded by the Employer, as security. This retention amount will be returned to the Employee upon completion of the lock-in period. If the Employee leaves before the expiration of the lock-in period, the retention amount will be returned only upon full payment of the training costs as stipulated in clause 6.3.(The retention amount will be deducted from the salary in 2 equal installments during the 2nd month onwards.)

7. Disability:

- 7.1 If the Employee is absent from work for any reason for a continuous period of over 1 week, the Employer may terminate the Employee's employment, and the Employer's obligations under this agreement will cease on that date.

8. Termination

- 8.1 The management, at its sole discretion, may decide to terminate the employment agreement at any time, without any notice, if there is a reasonable cause to do so.
- 8.3 If the employee decides to leave the organization by resigning from his/her position, he / she should give the written resignation letter and serve one month of notice period. Dues, if any, will be settled only after satisfactory handover of responsibilities, files, documents etc. to the employee nominated by management.
- 8.4 Enforcing the option of the notice period is entirely up to the discretion of management. During the notice period the employee should prepare the handover documents which give the complete detail on the activities handled by the employee. The handover documents should be given to management and the immediate manager (in-charge). On satisfactory completion of handover / notice period, the relieving letter & settlement, if any, will be given to the employee by the management.
- 8.5 In the event you are absent from duty without information or permission of leave, or you overstay your sanctioned leave, the Management will treat you as having voluntarily abandoned the services of the Company.

9. Assistance in Litigation.

- 9.1 Employee shall upon reasonable notice furnish such information and proper assistance to the Employer as it may reasonably require in connection with any litigation in which it is, or may become, a party either during or after employment.



10. Effect of Prior Agreements.

- 10.1 This Agreement supersedes any prior agreement, other than the letter of offer sent by the employer, between the Employer or any predecessor of the Employer and the Employee, except that this agreement shall not affect or operate to reduce any benefit or compensation inuring to the Employee of a kind elsewhere provided and not expressly provided in this agreement.

11. Governing Law and Jurisdiction

- 11.1 This Agreement shall be governed by and construed in accordance with the laws of India. The courts at Chandigarh shall have exclusive jurisdiction over any disputes arising out of or in connection with this Agreement.

12. Entire Agreement

- 12.1 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations, or agreements, whether written or oral.

13. Amendment and Waiver

- 13.1 No amendment or waiver of any provision of this Agreement shall be effective unless made in writing and signed by both parties. Should Employer waive breach of any provision of this agreement by the Employee, that waiver will not operate or be construed as a waiver of further breach by the Employee.

14. Severability

- 14.1 If any provision of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

15. Dress Code Policy:

Formal Attire: Trainers are required to wear formal attire while conducting classes. Acceptable attire includes formal trousers, shirts, and shoes.

Strict Prohibition of Jeans: Wearing jeans during class is strictly prohibited.

Professional Appearance: Trainers are expected to maintain a professional and neat appearance at all times while representing the organization.

16. Punctuality:

Class Timeliness: Trainers are expected to arrive before the scheduled start time for their classes. Punctuality is essential.

Consequences of Late Arrival: Repeated late arrivals will lead to disciplinary action, which may include salary deductions.

17. Basic requirement

Any remarks by any trainer related to racism, religion, colour, caste, hate, body or any other unusual remarks won't be tolerated and will lead to an immediate stop of training.

Any misconduct and unprofessional behavior with fellow trainers/faculties/ students won't be tolerated and the trainer will be asked to leave with immediate effect.

18. Submission of documents

You are required to submit following documents, to avoid any delay in joining or cancellation of job offer:

- Updated Resume, linkedin profile link & link of recognition of any coding platforms(ex. Leetcode,Codechef,Hackerrank etc.)
- Bank Details
- Copy of address proof, Aadhar card and PAN card

19. Equipment and Technical Requirements:

- Please make sure to bring your own equipment, including your laptop, VGA/HDMI cables, connectors, and any other necessary accessories required for the training sessions. We will inform you in advance about the specific cable needed to connect your laptop with the projector.

20. Daily Tasks and Reporting:

- You are expected to maintain daily reports including details such as topics covered, student attendance, and feedback.
- Regular documentation of daily activities is essential to maintain consistency and quality in the training.

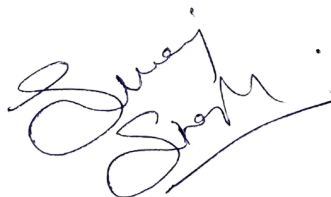
This offer is provisional subject to the verification of details/documents furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your association, this offer letter, and/or subsequent employment status stands canceled with immediate effect and forfeiture of your balance salary and other dues any what-so-ever.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

For the Employer

Mr. Shantanu Sharma

For the Employee



Suraj Singh