



7 Badaru Street, Jakande

Ubongabasi Ebong Etim
ubonge07@gmail.com
June 13th, 2025.

Dear Ubongabasi Ebong Etim,

LETTER OF INTERNSHIP

We are pleased to offer you an internship at Hacktales Limited as a **Exploitation Analyst** , following your successful completion of the CFP program. Your internship shall commence on 23rd June 2025 and end on October 25th 2025. The terms and conditions of your internship with Hacktales Limited are set forth below:

Working Hours

This is a 100% remote position requiring approximately 20 hours per week. Your regular weekly schedule will be from Monday to Friday. Expected hours of work are flexible between 9:00 AM WAT to 2:00 PM WAT.

Internship Responsibilities:

During your internship with us, you will have the opportunity to gain valuable hands-on experience and contribute to meaningful projects. Your responsibilities may include, but are not limited to:

- Assisting with day-to-day tasks and projects within your assigned team/department.
- Conducting research, analysis, and documentation as required.
- Participating in team meetings and discussions.
- Completing any training or learning modules provided by the company.

Fringe Benefits

Under Hacktales Limited's policies, you will be eligible for the following benefits:

- ❖ Access to training resources
- ❖ Three (3) industry-standard certifications
- ❖ Mentorship and recruitment guidance
- ❖ Company rewards where applicable

Eligibility for Benefits

Hacktales Limited

Telephone: +234 708 325 0329 | +234 806 075 1409

Website: www.hacktales.com.ng

Email: info@hacktales.com.ng



- To be eligible for each Certification to be done every month, a minimum attendance score of 75% is required.
- Interns must be an active member of their respective team.

Confidentiality

During your internship, you may have access to trade secrets and confidential business information belonging to Hacktales Limited. By accepting this offer of internship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your purposes or from disclosing it to anyone outside Hacktales Limited. In addition, you agree that, upon conclusion of your internship, you will immediately return to Hacktales Limited all its property, equipment, and documents, including electronically stored information. Please sign the Confidentiality agreement attached to this contract (Annex 1).

Acceptance of Offer:

By signing this contract, you accept this internship offer. By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees.

This letter sets forth the complete offer we are extending to you and supersedes any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

If you have any questions or need further clarification, please do not hesitate to contact Ayomide Hunponu at AyomideH@hacktales.com.ng

We are thrilled to have you join our team as an intern and look forward to working with you. Congratulations on your internship offer, and we wish you all the best in your future endeavours.

Sincerely,

A handwritten signature in black ink, appearing to be 'Chikodili Udeh', written over a light blue horizontal line.

Chikodili Udeh
Executive Director
Hacktales Limited
Tel: +234 708 325 0329

Hacktales Limited

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CONFIDENTIALITY AGREEMENT

This Confidentiality agreement (hereinafter referred to as the “Agreement”) is entered into on **14-06-2025** (the “Effective Date”) by and between Hacktales Limited, with address at 7 Badaru Street, Jakande Lekki (hereinafter referred to as the “Employer” or “Hacktales”) and Full Name, and address at **XXXXXX** (hereinafter referred to as the “intern”) (collectively referred to as the “Parties”).

WHEREAS:

A) In order to facilitate a free flow of information and ideas to make Hacktales and other projects of and affiliated with Hacktales successful, both in this stage and during any possible cooperation in the future, each party needs to be able to rely on the other party to respect the confidentiality and proprietary nature of the information disclosed to it.

B) Parties may also discuss or cooperate in other products, services or businesses. If so, this Agreement also applies in such a context.

IT IS AGREED AS FOLLOWS:

1. Intern undertakes not to use or disclose in any way (to any third party) any information relating to Hacktales, its activities or products, including information regarding its customers, clients, suppliers, advisors and any other relationships and any information shared as well as this Agreement and the subject thereof (“Confidential Information”) without the Hacktales' prior written consent, except for information that can be obtained from publicly available sources.
2. Intern further agrees to use the Confidential Information solely to perform intern's duties within the scope of employment with Hacktales and for no other purpose.
3. Intern may use the Confidential Information exclusively for internal purposes and only to the extent necessary to permit proper cooperation. The intern shall only provide the Confidential Information to other designated members of the Hacktales team.
4. If the intern has used or disclosed Confidential Information in violation of this Agreement or is doing or threatens to do so, or if a third party has obtained knowledge of Confidential Information in violation of this Agreement, or threatens to do so, the intern in question shall:
 - a. immediately notify the other party thereof in writing;
 - b. at its own expense, use all of its efforts to end or prevent the violating conduct and to remedy the consequences thereof;

- c. compensate the other party for all damage suffered by it as a result of the offending conduct.
5. Intern agrees to return Confidential Information received from Hacktales including all copies thereof, promptly upon request by Hacktales provided that the Confidential Information is susceptible to return. The intern agrees to destroy the Confidential Information that is stored in a computer system or is recorded in another form which reasonably prevents him/her in question from returning the information to the other party.
 6. If parties decide to end their cooperation, any right of any party to use or disclose Confidential Information shall terminate. The obligations of each party under this Agreement shall, however, continue in effect.
 7. Intern hereby assigns and transfers to Hacktales any intellectual property rights vested in the materials created or to be created by him under instruction from Hacktales.
 8. This Agreement is subject to the laws of the Federal Republic of Nigeria. Any dispute or difference whatsoever arising out of, or in connection with, this Agreement shall be submitted to arbitration in accordance with, and subject to the laws of the Federal Republic of Nigeria.
 9. This Agreement constitutes the entire agreement between the parties concerning the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to such subject matter.
 10. THIS AGREEMENT HAS BEEN SIGNED ON THE DATE MENTIONED AT THE BEGINNING OF THIS AGREEMENT BY:

[Intern Name]

Employer

Ubongabasi Ebong Etim

Chikodili Udeh

[Intern Signature]

Employer Signature

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