

5th June 2025

Mr. Dhanush Konduru
8-13/1, 3rd floor, LV Kalyanamandapam Street,
Apdmavathipuram, Tirupati Urban,
Tirupati, Chittoor,
Andhrapradesh-517501

Subject: **Summer Internship Offer Letter**

Dear Dhanush Konduru,

We are pleased to offer you the position of **Summer Intern** at **Centific Global Technologies India Pvt Ltd**. Your internship is scheduled to begin on **9th June 2025 to 25th July 2025**, subject to mutual agreement and performance.

Position Details:

- **Position Title:** Summer Intern – [COE Team]
- **Location:** Remote
- **Working Hours:** Monday to Friday, 9:00 AM – 5:00 PM

Responsibilities:

During your internship, you will be expected to:

1. Assist in day-to-day data-related tasks and ongoing team projects.
2. Complete the assigned task withing the timelines
3. Collaborate with team members to help meet project goals and deadlines
4. Learn and use tools like Excel, Google Sheets, or other internal & external platforms
5. Attend team meetings and brainstorming sessions.

This internship does not constitute an offer of employment and is intended to provide you with educational and practical experience in your field of interest.

Confidentiality & Intellectual Property Clause

As part of this internship, you may have access to confidential, proprietary, or sensitive business information. By participating in the internship:

- You agree to maintain strict confidentiality of all company data, documents, and discussions, and not disclose any information to external parties during or after the internship.
- Any work, ideas, reports, data analysis, code, or materials developed during the internship shall remain the sole property of the company.
- You agree not to use or share any materials or knowledge gained during the internship for any purpose outside the scope of the internship or with any third party.

Violation of this clause may result in immediate termination of the internship and potential legal action as per company policy.

We are excited about the possibility of you joining our team and contributing to our ongoing projects. Please confirm your acceptance of this offer by signing and returning a copy of this letter by **June 04, 2025**.

If you have any questions or require further information, feel free to reach out to HR team.

Sincerely,



Human Resources Department
Centific Global Technologies India Private Limited
Building No.12D,14th Floor, Mind Space, Madhapur, Hyderabad, India 500081

I agree and accept Internship Programme with you based on the terms and conditions mentioned in this Letter of Confirmation, which have been read and understood by me.



Dhanush (Jun 6, 2025 12:19 GMT+5.5)

Dhanush Konduru

Date: 6-06-2025

Place: Hyderabad