



**Date: 21<sup>st</sup> June 2021**

## **INTERNSHIP OFFER LETTER**

**Dear Harsh Vardhan,**

Further to the application and subsequent interview that you had with us, we are pleased to offer You the **Summer Internship** opportunity in **Microdot Tech Aspire Solutions (P) Ltd. (Microsoft Technology Associate - MTA India ) as Web Developer Intern.**

For this position, your major duties will include **Web Development** activities. Your schedule will be approximately 3-4 hrs. per day for 6 days in a week starting from **22<sup>nd</sup> June 2021.**

The duration of the **Summer Internship** is 1 Month as **Web Developer Intern.**

Please review, sign and return via mail to confirm acceptance, no later than close of business on.

**Congratulations and welcome to the team!**

**For Microdot Tech Aspire Solutions (P) Ltd.**

**(An ISO 9001:2015 Certified Company)**

**(Microsoft Technology Associate – MTA India)**



**Anil KumarSoni**  
**(Project Manager)**

## Annexure A

Please find the details of your appointment below –

**Location:** Work from home

**Duration of the program:** 21<sup>st</sup> June 2021 to 20<sup>th</sup> July 2021

**Working hours:** 3-4 hours per day

**Rewards:** Incentive-based

### **Roles and responsibilities:**

1. Creating awareness about MTA India courses and getting new students to register for MTA India.
2. Motivating students to go for online MTA India Trainings and help them to up skill themselves
3. Organizing at least 1 online talk/seminar to help students to find their dream internship
4. Creative Design as per the requirement.
5. Web Application Development Activities

### **Benefits:**

1. Certificate of Summer Intern
2. Letter of Recommendation to job in MNCS.
3. Get Certified from Microsoft
4. 5 to 10 Intern showcasing leadership skills will be awarded Internship P.P.O.  
(Pre-placement offers) at MTA India .
5. Exciting incentives on Regular basis

### **Rewards:**

1. INR 250/- incentives per student enrollment.
2. INR 5 for every new registration you get for MTA India (i.e 100 registrations = INR 500)
3. 5 Students - Course with MTA India Certificate or (Incentives)
4. 5 to 10 Students - Course with MTA India Certificate + Microsoft or (Incentives)
5. 10 to 15 Students Real Time Project or (Incentives)
6. 20 to 25 Students Real Time Project + Hosting + 1 Free Domain or(Incentives)



## **Terms and conditions:**

- You shall not, during the program or thereafter, use or disclose to others any confidential information related to the business of MTA India, obtained by you during your association with MTA India.
- You are not authorized to interact with media and are expected to redirect them to Anil([anil@mtaindia.org](mailto:anil@mtaindia.org)) if you are contacted by someone from media for a sound byte regarding any aspect of MTA India.
- By accepting the offer letter, you have given us permission to send you daily communication regarding MTA India Internship activities on your registered email address and phone number which you used.
- The MTA India Internship Program is a work-from-home program. We will be asking you to spend around 3-4 hours per day for 6 days in a week on MTA India internship tasks and activities. Please note that exam breaks are perfectly fine with us and you are not expected to devote any time to MTA India Internship program during exams.
- It is mandatory to remain active and participate in Weekly MTA India Internship tasks and activities.
- The rewards will be processed on Weekly basis.
- If you are absent for 3 days without informing the respected team leader, MTA India has the right to terminate you on immediate basis.