

Sr. No. IDL/J/0152

Date 02/01/2021

To  
Ms. Kavar Arwinder Singh  
D/O Harshranjeet Singh  
203 St No 6 Dhawan Colony  
Ferozepur City

**SUBJECT:-APPOINTMENT FOR THE POST OF SOFTWARE DEVELOPER**

Dear Kavar,

We welcome you to **The Institute of Digital Learning** and are pleased to confirm your appointment for the position of **"Software Developer"** under the following terms and conditions:

**Date of Joining:** You are being appointed as **Software Developer** at **The Institute of Digital Learning** with effect from 02<sup>nd</sup> January 2021.

**Place/Transfer:** Your initial posting will be at **The Institute of Digital Learning (Head Office, Delhi)**.

**Hours of Work:** Your appointment is on a Full time basis i.e. 9 hours and you have to report before 10 Minutes of your working hours. You are entitled to one week-off it can be any day of the week as per the schedule of the center.

**Salary:** Your Annual Total Employment Cost would be **Rs. 2,28,000/-** (Rupees two lac twenty eight thousand only). Your salary will be paid on the 10<sup>th</sup> of every month.

**Probation/Confirmation:** Your appointment is under the contract of minimum one year duration. You cannot join any other organization for one year from the date of joining. In case of joining for any Govt. or Public sector job you can resign by giving 1 month prior notice.

**Special Clause:** You cannot enter into any kind of partnership, proprietorship or in shareholding with any of the rivals of The Institute of Digital Learning (which lies within 3 Km of IDL branch) during your contract period and even after 6 months of the expiry of your contract.

Best of Luck.....

Yours Faithfully

**The Institute of Digital Learning**

  
Mr. D.K. Lohiya  
(Director)



Sr. No. IDL/E/0152

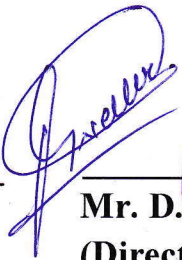
Date...12/08/2023

**TO WHOM IT MAY CONCERN**

This is to certify that **Ms. Kavar Arwinder Singh D/O Harshranjeet Singh** having D.O.B 12/07/1994 is an employee at "The Institute of Digital Learning" as a **Software Developer** from **02<sup>nd</sup> January 2021 to Till Date** and providing her continuous services.

She was assigned the task to design, maintain and build the website and software application. She also determine user needs by analyzing technical requirements. She was diligently carrying her duties with full dedication. She possess the team spirit skill and maintain good relationship with her colleagues. We wish her good luck for her career and hope she achieves new heights.

**The Institute of Digital Learning**



**Mr. D.K. Lohiya**  
(Director)



Sr. No. 102/S/0152

Date 12/08/2023

## Salary Certificate

Employee Name : Ms. Kavar Arwinder Singh

Designation : Software Developer

Salary Statement of Ms. Kavar Arwinder Singh for last 6 Months

Date	Salary paid (Rs.)
10-03-2023	19,000/-
10-04-2023	19,000/-
10-05-2023	19,000/-
10-06-2023	19,000/-
10-07-2023	19,000/-
11-08-2023	19,000/-

  
Mr. D.K. Lohiya  
(Director)