



AKBOR SKILLS DEVELOPMENT LIMITED

Empowering Tomorrow's Achievers Through Skill Development
Est: 2021, Govt. Reg. No. C-190671

Record No.: 2024.1201.156

Date: 1 Dec 2024

Appointment Letter

To:

Rubaiya Khan Jerin
Application ID: 2462

Subject: Appointment for Part-Time Unpaid Remote Internship

Dear Rubaiya Khan Jerin,

We are pleased to offer you the position of **WordPress Design & Developer Intern (Unpaid)** at Akbor Skills Development Limited. This is a **part-time, remote internship**, with your official start date being **3rd December 2024**.

Key Details:

1. **Nature of Internship:**

This internship is entirely remote. **If** an urgent meeting is required, we will notify you at least 7 days in advance, and your transportation costs will be covered.

2. **Work Hours:**

You are expected to work part-time, with a balanced focus on learning and practical testing throughout the day.

3. **Stipend:**

This is an **unpaid internship**, designed to offer hands-on experience with industry tools and platforms such as Microsoft, Hostinger, Namecheap VPS, and AI.

4. **University Documentation:**

Upon completing a **minimum of 3 months**, we will provide necessary documents for your university or institute.

Please sign below to acknowledge your acceptance of this appointment and email the signed copy to **admin@akbor.org**.

We look forward to your contributions.

Best regards,

Nafis Iqbal Sajid
Recruitment Officer

Akbor Skills Development Limited

Acknowledgment and Acceptance

I, **Rubaiya Khan Jerin**, accept the terms of this internship.

Signature: _____

Date: _____