



Offer of Internship

Doc Ref. No: QI20220091

Dear **Kartik S**,

We are pleased to extend an offer to you for an internship position at Quest Global, **Bangalore**. The internship will provide you with a comprehensive learning experience that aligns with your educational and career goals. We believe that your skills, knowledge, and enthusiasm will make a valuable contribution to our organization.

Duration of your internship will be for a period of **3 months** starting from **07/08/2023** and will continue till **17/11/2023**. You will be entitled to a stipend of **Rs. 10,000 per month**. You will carry out your internship under the supervision of **Mr. Nitin Dhingra, Program Manager**, under **Hi-Tech**.

We look forward to welcoming you at Quest Global soon and hope that this opportunity will provide you a good exposure of the industry and add great value to your career.

Please review the terms and conditions mentioned above and confirm your acceptance by signing and returning a copy of this letter by **21/07/2023**. Should you have any questions or require further clarification, please do not hesitate to contact **Gopika R S** at **gopika.rs@quest-global.com/9442484598**

Authorized Signatory

Jagadish Kadagatti

Manager – Talent Acquisition

Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

2nd Flr, Primrose-7B, EmbassyTech Village, Sarjapura Marathahalli Outer Ring Road, Devarabeesana Halli Bangalore 560103, Karnataka, India

Ph.: +91-80-67090000; Fax: +91-80-67093200; Email: info@quest-global.com

Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India

quest-global.com

Annexure I: Terms and Conditions

1. Stipend

You will be entitled to a stipend of **Rs.10000 per month** for the duration of your internship. You will not be under the direct Payroll of the company and therefore, will not be eligible for any additional benefits beyond the stipend amount.

2. Working Hours

You are required to work from Quest Global office/remotely, as agreed with your supervisor for **45** hours in a week. Your stipend amount will be prorated if leave of absence exceeds 2 days in a month. Please see the conditions of leave policy below.

3. Leaves policy

Leaves may be permitted during the internship, subject to prior approval by your reporting manager. Leave requests should be submitted in writing in advance. The number of leaves granted will be at the discretion of Quest Global and will be based on the duration and nature of the internship. Please note that taking unauthorized leaves may result in termination of your internship.

4. Attendance

You are required to submit your approved timesheets at the end of every week to University Relations Team. The timesheets must be approved by your reporting manager and should accurately reflect the leaves taken, remote work days, in-person days, and any other relevant details.

5. Quest Global Assets

You will be provided with the assets such as Laptop for the work assigned to you. All Quest Global Assets shall be strictly used only for the work assigned. You should return all assets at the end of the internship and clear dues from all relevant stakeholders.

6. Internship Certificate

Upon successful completion of your internship, submission of your internship project report and No due clearance from all functions, an Internship Certificate will be provided to you. This certificate will acknowledge your contribution and the skills you have gained during your tenure at Quest Global.

We look forward to having you at Quest Global and hope that this opportunity will provide you a good exposure of the industry and add great value to your career.

Quest Global Engineering Services Private Limited

CIN: U74900KA2014PTC076219

2nd Flr, Primrose-7B, EmbassyTech Village, Sarjapura Marathahalli Outer Ring Road, Devarabeesana Halli Bangalore 560103, Karnataka, India

Ph.: +91-80-67090000; Fax: +91-80-67093200; Email: info@quest-global.com

Reg. office: AEQUS Special Economic Zone, NO.437/A, Plot No.2 Hattaragi Village, Hukkeri Taluk, Belgaum 591245, Karnataka, India