



## Internship Offer Letter

Kunal Supekar  
Pune

11/06/2024

We are pleased to offer you an Internship opportunity as Software Engineer Intern at Hirademy Technologies ("Proprietorship"), Bangalore. This is a part time position and it is a fully remote/work-from-home opportunity. Your internship shall commence on 17/06/2024 and shall continue for 3-4 months. You need to commit to this period to contribute to the Company by signing this letter.

### **No Payment/Stipend:**

During the period of your internship, you will be paid **Nothing** by Hirademy Technologies. You will not be under the direct payroll of the Company and therefore, you will not be receiving any of the employee benefits including, but not limited to, health insurance, vacation, or sick-pay that the Company offers to its permanent employees.

### **Observation Period:**

Please note that your internship will include an initial two-week observation period. During this time, your performance will be closely monitored by your assigned mentor. Based on your performance and engagement during this period, the mentor will determine whether you will continue with the internship or if it will be terminated.

### **Required Documents:**

You are required to submit the following documents at the time of acceptance of this offer:

- Passport size color photograph
- Scanned copy of original Aadhar Card for Identity and Address proof

### **Performance Review and Internship Certificate:**

An internship certificate will be provided only if the mentor gives a good performance review. Therefore, it is crucial to work closely with your mentor, complete the given tasks, attend regular meetings scheduled by the mentor, and deliver work on time.

### **Important Notes:**

You are required to use **your own laptop** for the Internship Job. You need to keep the company's data **confidential** and you are protecting the company data during the internship. Before the Internship is finished, you are required to **delete the company data** from the laptop and use it for personal purposes.

For this internship, your major duties will include, but are not limited to the roles and responsibilities that are related to the position, activities defined and given by your manager and innovation.

It is understood that your internship is voluntary and treated as 'at-will'. Further, please note that your internship will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is incorrect,

**Hirademy Technologies**

BHIVE Workspace, AKR Tech Park, Krishna Reddy Industrial Area, Hosapalaya, Bangalore, KA-560068.

[www.hirademy.com](http://www.hirademy.com)



misrepresented or fabricated, the Company shall have the right to terminate your internship without any notice or compensation.

During your tenure of internship, you would be governed by the Company policies and any other agreement that you may execute with the Company from time to time.

During the term of your internship, you may create work reports, summaries, synopsis, projections among others for the Company, and all such work that is reduced to fixed form or is otherwise capable of any intellectual property protection will be the absolute property of the Company. You agree not to make claims over the same and to further do all acts, deeds or things as the Company may desire to enable the Company to have such rights over the works and or the work products.

**Confidentiality Agreement:** You are required to maintain strict confidentiality regarding all documents, information, and materials related to your work and the company. These documents must not be shared or disclosed to any unauthorized persons. Additionally, you are required to return to the Company all of its property, equipment, and documents provided to you and delete all such documents and materials before the end (Upon conclusion) of your internship. Failure to comply with these confidentiality requirements may result in legal action.

If the above terms and conditions are acceptable to you, please sign and return the duplicate copy of this letter as a token of your acceptance, and arrange to report for work on the date mentioned above, failing which this offer shall automatically stand canceled without any further information to you.

For any questions or clarifications regarding this offer, please contact us at [sravanthi@hirademy.com](mailto:sravanthi@hirademy.com). We wish you a bright and successful future, and look forward to a mutually fruitful association.

For Hirademy Technologies,  
Sravanthi  
Proprietor  
[sravanthi@hirademy.com](mailto:sravanthi@hirademy.com)

ACKNOWLEDGED, AGREED AND ACCEPTED:

I have read and understood the contents of this letter. The contents of this letter and the acceptance of the offer made by Hirademy Technologies on the terms and conditions set out herein have been agreed and accepted by me and I am signing this letter as a token of acceptance for the foregoing.

Kunal Supekar