

## **LETTER OF OFFER**

Dear Parth,

We are excited to offer you a position as a **Web Development Intern** (WFH) reporting directly to Mr. Siddharth. Based on your experience and interview, we look forward to seeing how you will take our Company to the next level.

**Duration of Internship Program:** 2 month (From 23/01/2025 to 23/03/2025)

If you decide to accept this role kindly reply on the WhatsApp number 8114648769 that you are accepting the offer within 22/01/2025 EOD. Your anticipated start date will be 23/01/2025. You will be expected to work Monday through Friday, with the option to work remotely.

If you are ready to accept this offer then please send your Aadhaar (PDF), one passport photo, graduation marksheet received till now (all scanned) to the above WhatsApp number.

We are excited about the possibility of you joining **Rekniq Consultants**! If you have any questions, please contact me directly via WhatsApp, call, or e-mail – [siddharthpatro@rekniqconsultants.com](mailto:siddharthpatro@rekniqconsultants.com).

## Terms and conditions

1. The reporting time will be at 9:45 am (15 minutes relaxation is provided). The working hours will end at 5:30 pm. Candidates can take a 1-hour break for lunch according to their comfort.
2. The candidates are required to submit a daily report of their work after their working hours which will be reviewed in the evening meeting held at 5:45 pm(flexible hours).
3. Candidates are not allowed to share any information about the company and its clients/leads to anyone. Strict actions will be taken if found doing so.
4. Candidates will be provided with an internship completion certificate only after they complete their duration. A commission of 10% will be provided on each lead conversion if performed exceptionally.
5. Please note that during the first 3 days from the start date of your internship, if your performance is deemed unsatisfactory or does not meet the corporate standards, Rekniq Consultants reserves the right to terminate your internship without any stipend payment. You would be under observation for the whole duration. Conversely, if your performance is excellent and aligns with our expectations, Rekniq Consultants will compensate you as per the agreed terms and conditions.



**Siddharth Patro**  
**Co-Founder & HR**  
**Rekniq Consultants**