

e-Internship Agreement

Date:08.01.2022

To,
Mr. Ashok Arora
187-A, Himmat Graj, G.T.B Nagar,
Allahabad, Uttar Pradesh-211016

Dear Ashok,

We are pleased to offer you an Internship at Zaamo E-Commerce Private Limited (“**Company**”). We feel that your skills and background will be valuable assets to the team.

You are hired for the position of Internship-Dev Ops. The term of the Internship shall be the period commencing from the date of this Internship Agreement (“**Agreement**”), and valid till termination of the Internship (“**Internship Period**”).

The terms of the Internship will be as follows:

1. Description of Services: You will provide the following services to the Company:

- a. Automate provisioning, infrastructure, and code deployment by leveraging the latest in configuration management tools and containers
- b. Architect and design solutions for various infrastructure components, CDN deployments, docker, Kubernetes, load balancing. Write API driver integrations of these components.
- c. Work independently to ensure operational requirements (reliability, availability, scalability, performance, capacity, etc.) are met and recommends operational improvements to them
- d. Setup monitoring and ensuring all issues are addressed and resolved in a timely and robust fashion. Collect and analyze application metrics to improve performance.
- e. Build and maintain an internal dashboard to automate to increase productivity

2. Compensation:

- a) Your monthly stipend will be Rs. 25,000/- (Rupees twenty-five thousand only) per month and Rs.5000/- (Rupees five thousand) as variable pay based on your performance.
- b) Confidentiality should be maintained about the pay package and benefits given to you. You shall not disclose your compensation to any other employee of the Company or its vendors.

3. Responsibilities:

- a) Upon execution of the Agreement, you shall not engage in any sort of inappropriate behavior neither in the Internship space nor outside the premise of the internship. The Company shall not be liable for such acts committed by you.

ZAAMO E-COMMERCE PRIVATE LIMITED

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- b) You shall always ensure that your conduct is in accordance with all the rules, regulations, and policies of the Company as notified from time to time, including but not limited to gender equality, diversity and ethnic sensitivity, and the HR policy available. [HR Policy 2022](#)
- c) You agree that during the Internship Period, you shall devote your full business time to the business affairs of the Company, perform the duties assigned to you and shall achieve the goals, and adhere to the parameters set by the Company
- d) You shall not take up any part-time or full-time Internship or consultation with any other company or engage in any other business during the Internship Period, without the prior consent of the Company.
- e) You shall be responsible for any loss, theft, or damage to the office assets provided to you.
- f) You consent to provide such personal information as may be required by the Company to give effect to this Agreement, including government authorized identification cards such as Aadhar card, PAN card, current address proof, salary slips and bank statements, etc.
- g) You shall disclose any form of relationship that you may engage into, with a fellow colleague in the Company.
- h) You will be responsible to take all necessary precautions, including taking the necessary vaccinations, wearing masks, and maintaining distance, to sustain your health and safety during the ongoing Covid-19 pandemic.
- i) All information shared by you with the Company to secure this internship, are true and correct and not misleading.
- j) You undertake that there is no criminal case pending against you in any court of law and that you do not have any criminal record involving dishonesty, or breach of trust. Further, you have never misused your official or fiduciary position to engage in a wrongful act including money laundering, fraud, corruption etc.
- k) You have properly disclosed any standing relationship that you may have with the current clients, brands, influencers, and/or vendors of the Company.
- l) You shall, for a period of 1 (one) year following your termination, refrain from either directly or indirectly soliciting or attempting to solicit the employees, vendors, clients or customers of the Company.

4. Leave Policy:

- a) You are entitled to 1 (one) day of paid casual leave in a month and 1 (one) day of sick leave, Upon resignation/termination of internship, you cannot utilize all your accumulated leaves during your notice period.
- b) You shall inform your manager and hr@zaamo.co via email before taking a leave. For more than 3 consecutive leaves, manager approval is mandatory.

5. Confidentiality:

- a) You covenant and agree with the Company that you will not, under any circumstance during the continuance of the Internship Period and post-termination, disclose any information pertaining to the Company to any person, nor will use the same, except as required in the normal course of your engagement.
- b) All intellectual property created during the Internship Period shall become the intellectual property of the Company, free and clear, as “work-made-for-hire”

6. Termination:

- a) The parties may terminate the Internship at any time during the Internship Period, by providing advance notice of 1 (one) month. During the aforesaid notice period, you will ensure a smooth transition of work to your replacement, such that the business of the Company is not interrupted. The aforesaid notice period may be extended further or reduced, at the sole discretion of the Company.
- b) The Company is entitled to terminate you for ‘Cause’ without serving any advance notice. For the purposes of this Agreement, ‘Cause’ means gross misconduct resulting in material damage to the Company, willful insubordination or disobedience, theft, fraud or dishonesty, willful damage or loss of Company’s property, bribery and habitual absence, or any other willful and material breach of this Agreement.

Congratulations on your appointment and welcome to Zaamo.

We look forward to years of fruitful cooperation and success. We wish you the best of luck for this new role.

For Zaamo E-Commerce Private Limited

Ankitkumar

Authorised Signatory

Ashok

(Ashok Arora)