## Introduction

Tech Mahindra (Americas), Inc., is a wholly - owned subsidiary of Tech Mahindra Limited, a leading provider of software development and related information technology services.

Tech Mahindra (Americas), Inc is engaged in the development and delivery of global information technology business solutions through its sales and marketing operations in the United States and through its international network of affiliates located in Europe, Africa, Australia and Asia. In the United States Tech Mahindra (Americas) Inc. has more than five thousand (5000) employees, including professional information technology experts providing customized strategies and business solutions to our diverse client base.

Tech Mahindra represents the connected world, offering innovative and customer-centric information technology services and solutions, enabling Enterprises, Associates and the Society to Rise™. We are a USD 4.9 billion company with 121,000 employees across 90 countries, helping over 938 global customers including Fortune 500 companies. Our convergent, digital, design experiences, innovation platforms and reusable assets connect across a number of technologies to deliver tangible business value and experiences to our stakeholders. Tech Mahindra is the highest ranked Non-U.S. company in the Forbes Global Digital 100 list (2018) and in the Forbes Fab 50 companies in Asia (2018).

We are part of the USD 21 billion Mahindra Group that employs more than 200,000 people in over 100 countries. The Group operates in the key industries that drive economic growth, enjoying a leadership position in tractors, utility vehicles, after-market, information technology and vacation ownership..

**NATURE OF PETITIONER’S BUSINESS OPERATIONS**

The Petitioner is engaged in the development and delivery of global information technology business solutions for Enterprises across diverse industries. Petitioner and its global network of affiliates provide products, platforms, services and solutions related to Enterprise Business Solutions cutting across verticals, like Telecom, Manufacturing, Banking, Financial Services & Insurance, Retail, Travel & Logistics, Healthcare & Life Sciences, Energy & Utilities and Public Services.

The Petitioner and its affiliates have decades of experience in providing innovative and customer-centric IT solutions that give them a unique understanding and experience with technological changes, market pressures as well as regulatory and billing environments. This in turn enables the Petitioner to identify critical business processes immediately without the need to interview dozens of client personnel. It is this expertise and experience that provides the Petitioner with their competitive advantage in the North American market.

## beneficiary

|  |  |
| --- | --- |
| Beneficiary Name |  |
| Position | **Please enter the Job Title (refer to latest H1 request on VISA Tool)** |
| Petitioner | **Tech Mahindra Americas Inc** |

The Beneficiary is qualified for the foregoing position based upon his 11+ year of experience in the Information Technology industry. He is experienced with all stages of the development cycle for dynamic web projects including software Analysis, Design, Development and Support. During this time he has experience working on onshore / offshore model and on site development and client training.

Beneficiary was awarded Bachelors of Engineering from XXXX. Beneficiary has extensive experience in analyzing systems requirement, procedures and problems to automate and improve existing systems and review system capabilities. He also has experience in design, development, testing using XXX tools and technologies like C#, .NET, ASP .NET, SQL, PowerShell, etc.

|  |  |
| --- | --- |
| Reporting tools |  |
| Analytical & Visualization tools |  |
| Ticketing platforms |  |
| Programming Language |  |
| Database |  |
| Domain Expertise |  |
| Operating Systems (OS) |  |
| Web & application server |  |
| Scripting |  |

The Beneficiary has a proven record of accomplishment in the technology competence and is poised to add significant value to the projects. He has in-depth knowledge of XXXX framework. He has handled various customization, development, enhancements and testing assignments using this framework. **Beneficiary** has played a crucial role in various projects like XXX, YYYY, ZZZZZ, etc. **Beneficiary** has been identified to execute the responsibilities by virtue of his /her specialty occupation and exposure to below mentioned areas:

* LIST ALL THE EXPERIENCE

## Project Description

[Job Title - **(refer to latest H1 request on VISA Tool)**. Insert detailed project description]

## Task/Activities

As a **Job Title-(refer to latest H1 request on VISA Tool)**.  **,** the following tasks are required to be performed:

**Work Location**

Tech Mahindra Enterprise Integration solutions is offering Integration strategy as a services and approaches integration to create customized solutions. The mentionedrole needs to be locally based to assimilate the latest emerging technology and drive the Integration strategy for the clients.

## Deliverables

Following are some of the key deliverables as **Job Title-(refer to latest H1 request on VISA Tool)**.

## Tasks percentage breakdown

|  |  |
| --- | --- |
| Percentage of time (should add up to 100%) | Detailed description of the onsite Tasks performed |
| 20%  Requirement Gathering and Analysis |  |
| 40%  Application production, support and bug fixing |  |
| 15%  Major / Minor Enhancements |  |
| 10%  Stabilization Activities for program |  |
| 10%  Onsite-Offshore Coordination |  |
| 5%  Preparation of Technical/Business reports |  |

## TYPICAL DAY/WEEK IN PROFERRED POSITION

Day and Week in the proffered position of **Job Title-(refer to latest H1 request on VISA Tool)**.  **(Please check with your onsite Manager/RM on the content to be entered.)**

|  |
| --- |
| **Monday – 9am to 12 noon**  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   12noon to 1pm – Lunch break  1pm to 3:30pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   3:30pm to 6pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **Tuesday – 9am to 12 noon**  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   12noon to 1pm – Lunch break  1pm to 3:30pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   3:30pm to 6pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **Wednesday – 9am to 12 noon**  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   12noon to 1pm – Lunch break  1pm to 3:30pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   3:30pm to 6pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **Thursday – 9am to 12 noon**  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   12noon to 1pm – Lunch break  1pm to 3:30pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   3:30pm to 6pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| **Friday – 9am to 12 noon**  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   12noon to 1pm – Lunch break  1pm to 3:30pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.   3:30pm to 6pm  List Task:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * This task corresponds to “[Position duty]” referred to in the job duties letter. * Further beneficiary’s course work in \_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_ helped prepare beneficiary for these duties because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |

## Milestones

**(Please note: Enter milestones if applicable else please remove this field)**

The project XXXX is in 3 phases where the phase-1 is currently in development phase.

Below screenshot is the high-level milestone plan from the project plan of the XXX PROJECT

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Milestone | Comments | Actual % Complete | Estimated # of Days | Estimated Start date | Estimated Completion Date |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## Risks

[Describe how critical the role is for the project. Discuss with your onsite manager/RM on the content.

## Assumptions

Beneficiarywill be an employee of Tech Mahindra (Americas) Inc. ASSOCIATE will not be considered employee of the client for any purpose whatsoever, and Tech Mahindra shall have sole responsibility for their supervision and management. The beneficiary will be paid by Tech Mahindra (Americas) Inc. As the employer, Tech Mahindra (Americas) Inc will be responsible for paying, hiring, employment related taxes and benefits, firing, supervising, and controlling Mr. ASSOCIATE. Tech Mahindra (Americas) Inc has the right to control over the work of Mr. ASSOCIATE.

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| --- | --- |
| (Associate Signature)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Associate Name:  Email ID:  Phone # | For Tech Mahindra Americas Inc  ( Onsite Manager Signature)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Manager Name:  Designation:  Email ID  Phone # |