



Mercy University
555 Broadway
Dobbs Ferry, New York 10522

2/4/2025

Ravisankar Chengannagari
775 Newark Ave
Jersey City, International 07306

Dear Ravisankar,

This is to confirm our offer of employment to you for the campus employment position with the Department Math & Computer Science at Mercy University. This is a temporary, non-exempt position. With non-exempt positions, overtime pay applies, should you work more than 40 hours per week, with approval from your supervisor. The overtime rate is calculated at one and a half times your base rate. Your hourly rate is \$20.00 and will be paid out on a semi-monthly basis, subject to normal deductions. Your expected start date will be 2/3/2025.

As with all positions at the University, the first 90 days of employment will serve as the introductory period. The introductory period will coincide with the length of employment, if less than 90 days. As a temporary employee, you will not be eligible to participate in our benefit plans, but you will be eligible for sick time as per New York State Sick Leave Law.

This offer is subject to the Policies and Procedures of Mercy University and is contingent upon successful completion of all pre-employment requirements. Additionally, compliance with the United States Citizenship and Immigration Services requirement to provide original identification documentation, confirming identity and eligibility to work in the United States is required to be submitted to the Office of Human Resources within the first three days of employment.

Mercy University policies provide that any misrepresentation of an individual's qualifications or credentials in securing employment may be grounds for automatic and immediate dismissal of your campus employment assignment. Employment at Mercy University is a voluntary, "employment-at-will" relationship. This offer does not guarantee that your employment will continue for any specified period or end only under certain circumstance.

If this letter represents your understanding of the offer that has been made to you, please provide your electronic signature to confirm your acceptance and retain a copy for your records.

Congratulations on your decision to work at Mercy as you pursue your degree with the University!

Sincerely,

Pamela Geiger

Associate Director

Human Resources Recruitment Operations

C. Ravi Sankar

Signature
