

Chat with: Muskan .

Sender: Muskan .

Time: 2024-12-24T14:55:13.584Z

Message: [1735051466] Isha Gupta: No need to edit.
We already sent an offer letter

<<< Thank you so much ma'am Ø=ÐO

Sender: Muskan .

Time: 2024-12-24T14:54:38.739Z

Message: [1735051466] Isha Gupta: No need to edit.
We already sent an offer letter

<<< ma'am, I was not feeling well, due to which I could not see the
message or respond. Sorry ma'am.

Sender: Unknown

Time: 2024-12-24T14:44:25.114Z

Message: No need to edit.
We already sent an offer letter

Sender: Muskan .

Time: 2024-12-24T14:43:35.991Z

Message: -%oh december? Or tomorrow?

Sender: Muskan .

Time: 2024-12-24T14:43:22.517Z

Message: [1735019474] Isha Gupta: Hello Muskan
Hope you edit an offer letter and test, if yes then share with me for cross checking.

<<< ma'am when should I write the date in the offer letter?

Sender: Muskan .

Time: 2024-12-24T14:26:25.054Z

Message: [1735020607] Isha Gupta: Can you pls tell me the name of the candidate
who is going to join the upcoming week.

<<< Ok ma'am just a minute check the excel sheet

Sender: Muskan .

Time: 2024-12-24T14:25:48.019Z

Message: [1735019474] Isha Gupta: Hello Muskan
Hope you edit an offer letter and test, if yes then share with me for cross checking.

<<< Hello Isha ma'am

Sender: Unknown

Time: 2024-12-24T06:10:06.331Z

Message: Can you pls tell me the name of the candidate who is going to join the upcoming week.

Sender: Unknown

Time: 2024-12-24T05:56:36.384Z

Message: Before doing all this step of composing, make sure to check out whether we have sent an offer letter before also.

If an offer letter is already sent by someone then we no need to send her again okay

Sender: Unknown

Time: 2024-12-24T05:53:56.189Z

Message: Click on the link, write username and password then log in. Afterward you have to open the mailbox.

Click on the compose icon > write mail of candidates> click on + button on the right side of candidate mail > select cc > add pankaj.centennialinfotech@gmail.com > subject will be "offer letter" > copy paste your text that you edited > add your doc of an offer letter and then send it.

Sender: Unknown

Time: 2024-12-24T05:51:20.204Z

Message: <https://centennialinfotech.com/webmail> Ⓓ

Username: <mailto:hr@centennialinfotech.com> Ⓓ

Password: #SRndpU7+6#N

Sender: Unknown

Time: 2024-12-24T05:51:13.335Z

Message: Hello Muskan

Hope you edit an offer letter and test, if yes then share with me for cross checking.

Sender: Unknown

Time: 2024-12-23T11:44:24.411Z

Message: Okay

Sender: Muskan .

Time: 2024-12-23T11:43:53.978Z

Message: [1734954133] Isha Gupta: Did Bhavya message you?

<<< Yes ma'am

Sender: Muskan .

Time: 2024-12-23T11:43:44.903Z

Message: [1734954112] Isha Gupta: Hello Muskan

<<< Hello Isha ma'am

Sender: Unknown

Time: 2024-12-23T11:42:12.289Z

Message: Did Bhavya message you?

Sender: Unknown

Time: 2024-12-23T11:41:51.536Z

Message: Hello Muskan

Sender: Muskan .

Time: 2024-12-23T04:53:43.521Z

Message: [1734928573] Isha Gupta: Muskan today I'm not available till 5 o'clock.

Bhavya will report today to Pankaj sir, but till now he doesn't have sir I'd so
"u have to send pankaj sir I'd to bhavya through Skype."

<<< Ok ma'am I'll send

Sender: Unknown

Time: 2024-12-23T04:31:34.63Z

Message: Yeah done.

Sender: Muskan .

Time: 2024-12-23T04:52:25.229Z

Message: [1734928640] Isha Gupta: Also send your I'd with me over my
WhatsApp no. 7983038511

This is my WhatsApp no.

<<< Skype I'd or email I'd?

Sender: Unknown

Time: 2024-12-23T04:37:19.833Z

Message: Also send your I'd with me over my WhatsApp no. 7983038511
This is my WhatsApp no.

Sender: Unknown

Time: 2024-12-23T04:36:48.752Z

Message: Here is pankaj sir I'd just click on the arrow n send it to him.

Sender: Unknown

Time: 2024-12-23T04:36:20.253Z

Message: No Content

Sender: Unknown

Time: 2024-12-23T04:36:11.324Z

Message: Muskan today I'm not available till 5 o'clock.

Bhavya will report today to Pankaj sir, but till now he doesn't have sir I'd so
"u have to send pankaj sir I'd to bhavya through Skype."

Sender: Unknown

Time: 2024-12-23T04:32:03.499Z

Message: Make sure to put this password in each and everyone's credentials.

Sender: Unknown

Time: 2024-12-23T04:31:43.677Z

Message: C!RiP1}Z40X1CENTINTER

Sender: Muskan .

Time: 2024-12-23T04:29:06.42Z

Message: Yes ma'am done

Sender: Unknown

Time: 2024-12-23T04:28:50.528Z

Message: 82

Sender: Unknown

Time: 2024-12-23T04:28:37.765Z

Message: Firstly I need to click yes then jo no. Ayega vo mein bta dunga

Sender: Unknown

Time: 2024-12-23T04:28:17.77Z

Message: Okay

Sender: Muskan .

Time: 2024-12-23T04:28:01.452Z

Message: [1734928057] Isha Gupta: U got some mail.

<<< Yes ma'am but can't be open try once More ma'am

Sender: Unknown

Time: 2024-12-23T04:27:36.596Z

Message: U got some mail.

Sender: Unknown

Time: 2024-12-23T04:27:28.362Z

Message: Click on 71 no.

Sender: Muskan .

Time: 2024-12-23T04:27:27.762Z

Message: Try it ma'am

Sender: Muskan .

Time: 2024-12-23T04:27:09.743Z

Message: [1734928018] Isha Gupta: Do one thing. I will try from my side.

<<< Ok ma'am

Sender: Unknown

Time: 2024-12-23T04:26:57.719Z

Message: Do one thing. I will try from my side.

Sender: Unknown

Time: 2024-12-23T04:26:29.715Z

Message: Still not working.

Sender: Muskan .

Time: 2024-12-23T04:26:25.444Z

Message: Muskan .Isha Gupta

Sender: Muskan .

Time: 2024-12-23T03:59:45.266Z

Message: No Content

Sender: Muskan .

Time: 2024-12-23T04:26:05.972Z

Message: No Content

Sender: Muskan .

Time: 2024-12-23T04:25:52.099Z

Message: Ma'am can you try please

Sender: Muskan .

Time: 2024-12-23T04:25:42.433Z

Message: Same password as a gmail password

Sender: Muskan .

Time: 2024-12-23T04:25:28.563Z

Message: Skyps e-mail bhavya.centennialinfotech@gmail.com

Password= CIRIP1}Z40X1CENTINTER

Sender: Muskan .

Time: 2024-12-23T04:14:55.498Z

Message: No Content

Sender: Muskan .

Time: 2024-12-23T04:24:17.08Z

Message: No Content

Sender: Muskan .

Time: 2024-12-23T04:14:26.388Z

Message: No Content

Sender: Muskan .

Time: 2024-12-23T04:24:12.064Z

Message: No Content

Sender: Muskan .

Time: 2024-12-23T03:59:52.203Z

Message: C!RIP1}Z40X1CENTINTER

Sender: Muskan .

Time: 2024-12-23T03:55:59.933Z

Message: [1734926139] Isha Gupta: No worries just go for reset password

<<< Ok

Sender: Muskan .

Time: 2024-12-23T03:55:46.092Z

Message: Bhavya gmail notification came in my mobile

Sender: Unknown

Time: 2024-12-23T03:55:38.861Z

Message: No worries just go for reset password

Sender: Unknown

Time: 2024-12-23T03:55:26.955Z

Message: No it still shows incorrect

Sender: Unknown

Time: 2024-12-23T03:53:46.417Z

Message: Okay Wait

Sender: Muskan .

Time: 2024-12-23T03:53:17.718Z

Message: Just try one time

Sender: Muskan .

Time: 2024-12-23T03:53:06.64Z

Message: [1734925945] Isha Gupta: To view this shared photo, go to: <https://login.skype.com/login/sso?go=xmmfallback?pic=0-jhb-d3-a89ac6049451246ad4f0f8218bfe9788>

<<< After } symbol can you give space?

Sender: Unknown

Time: 2024-12-23T03:52:20.767Z

Message: Look.

Sender: Unknown

Time: 2024-12-23T03:52:20.686Z

Message: To view this shared photo, go to: <https://login.skype.com/login/sso?go=xmmfallback?pic=0-jhb-d3-a89ac6049451246ad4f0f8218bfe9788>

Sender: Muskan .

Time: 2024-12-23T03:52:01.181Z

Message: Muskan .71.313Isha Gupta71.313

Sender: Muskan .

Time: 2024-12-23T03:50:50.068Z

Message: Muskan .Isha Gupta

Sender: Muskan .

Time: 2024-12-23T03:50:33.186Z

Message: [1734892166] Isha Gupta: Bhavya said the password was incorrect, pls check it again or reset the password.

<<< Gmail or skype??

Sender: Muskan .

Time: 2024-12-23T03:50:07.612Z

Message: To view this shared photo, go to: <https://login.skype.com/login/sso?go=xmmfallback?pic=0-jhb-d6-10ee5c354443f921c808defcedcff589>

Sender: Muskan .

Time: 2024-12-23T03:49:26.263Z

Message: [1734892166] Isha Gupta: Bhavya said the password was incorrect, pls check it again or reset the password.

<<< Ma'am it's right password I'll share you screenshot

Sender: Unknown

Time: 2024-12-23T03:38:29.966Z

Message: Hello Muskan
Have you checked it?

Sender: Unknown

Time: 2024-12-22T18:29:25.015Z

Message: Bhavya said the password was incorrect, pls check it again or reset the password.

Sender: Muskan .

Time: 2024-12-22T08:10:43.722Z

Message: Next candidate name ma'am??

Sender: Muskan .

Time: 2024-12-22T07:59:11.181Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:40.487Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:59:11.326Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:38.096Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:59:10.385Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:35.471Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:59:10.807Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:33.752Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:59:10.326Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:31.377Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:59:11.583Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:25.736Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T08:10:16.644Z

Message: Okay ma'am

Sender: Unknown

Time: 2024-12-22T08:03:17.065Z

Message: No you don't need to send me all the ss.

Sender: Unknown

Time: 2024-12-22T08:02:44.662Z

Message: Okay great.

Sender: Muskan .

Time: 2024-12-22T07:57:59.837Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:53.098Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:00.007Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:50.754Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:57:59.94Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:48.333Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:00.149Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:45.958Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:00.074Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:43.567Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:57:59.867Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:58:40.036Z

Message: No Content

Sender: Muskan .

Time: 2024-12-22T07:57:40.251Z

Message: Ma'am I have done

Sender: Muskan .

Time: 2024-12-22T07:43:29.399Z

Message: Thank you ma'am

Sender: Unknown

Time: 2024-12-22T07:40:50.167Z

Message: Open your gmail account > click add to another account > click on Google > create (for work purpose) > write first and second name of candidate (if you don't know second name no issue leave it otherwise use fullstop) > dob : 1-04-2000 no matter what is the actual dob and filll the gender > mail address should in form (nameofmailto:candidate.centennialinfotech@gmail.com) > use password (C!RiP1}Z40X1CENTINTER) > continue / agree ð

Here you got it. ð

ð

For skype :

ð

Open skype > click create one (below side) > click on use email instead > write mail > Password (C!RiP1}Z40X1CENTINTER)> further info like dob (that will be same) > complete verification ð

And now your Skype account is also created

Sender: Unknown

Time: 2024-12-22T07:43:10.835Z

Message: Open your gmail account & click add to another account & click on Google & create (for work purpose) & write first and second name of candidate (if you don't know second name no issue leave it otherwise use fullstop) & dob : 1-04-2000 no matter what is the actual dob and fill the gender & mail address should in form (nameofmailto:candidate.centennialinfotech@gmail.com) & use password (C!RiP1}Z40X1CENTINTER) & continue / agree
Here you got it.

For skype :

Open skype & click create one (below side) & click on use email instead & write mail & Password (C!RiP1}Z40X1CENTINTER)& further info like dob (that will be same) & complete verification
And now your Skype account is also created

Sender: Muskan .

Time: 2024-12-22T07:40:42.809Z

Message: [1734853206] Isha Gupta: For now I only want the login credentials (gmail & skype account) with the name of "Bhavya"
Password and dob is already mentioned.
Inform me when you complete this.

&&& Okay ma'am I'll try it

Sender: Unknown

Time: 2024-12-22T07:40:04.154Z

Message: For now I only want the login credentials (gmail & skype account) with the name of "Bhavya"
Password and dob is already mentioned.
Inform me when you complete this.

Sender: Muskan .

Time: 2024-12-22T07:39:58.468Z

Message: [1734853122] Isha Gupta: I already sent you the instructions

&&& Can you please resend me ?

Sender: Muskan .

Time: 2024-12-22T07:39:15.862Z

Message: [1734853140] Isha Gupta: No leave the offer letter.

&&& Ok

Sender: Muskan .

Time: 2024-12-22T07:38:59.11Z

Message: [1734853122] Isha Gupta: I already sent you the instructions

<<< Okay ma'am

Sender: Unknown

Time: 2024-12-22T07:38:59.307Z

Message: No leave the offer letter.

Sender: Unknown

Time: 2024-12-22T07:38:41.296Z

Message: I already sent you the instructions

Sender: Muskan .

Time: 2024-12-22T07:38:36.968Z

Message: Yesterday I make offer letter I'll edit the date the offer letter will send today?

Sender: Unknown

Time: 2024-12-22T07:38:31.9Z

Message: Gmail and skype account

Sender: Muskan .

Time: 2024-12-22T07:38:04.689Z

Message: [1734852916] Isha Gupta: If you have time today then pls create a login credentials with the name of "bhavya"
Go through with the instructions and if you are stuck anywhere then feel free to ask me.

<<< Ma'am how to create a login credentials of the candidate?

Sender: Muskan .

Time: 2024-12-22T07:36:55.613Z

Message: Hlo Isha ma'am

Sender: Unknown

Time: 2024-12-22T07:35:14.455Z

Message: If you have time today then pls create a login credentials with the name of "bhavya"
Go through with the instructions and if you are stuck anywhere then feel free to ask me.

Sender: Unknown

Time: 2024-12-22T07:34:13.614Z

Message: Hello Muskan

Sender: Muskan .

Time: 2024-12-21T13:22:22.942Z

Message: [1734787235] Isha Gupta: Till now you can leave this.

<<< Okay ma'am then I leave this

Sender: Unknown

Time: 2024-12-21T13:22:10.542Z

Message: No prblm

Sender: Muskan .

Time: 2024-12-21T13:21:59.526Z

Message: Thank you

Sender: Muskan .

Time: 2024-12-21T13:21:56.694Z

Message: [1734787302] Isha Gupta: Sir only told me to guide you about this and sending an offer letter.

<<< Okay ma'am

Sender: Unknown

Time: 2024-12-21T13:21:39.09Z

Message: Sir only told me to guide you about this and sending an offer letter.

Sender: Muskan .

Time: 2024-12-21T13:21:09.507Z

Message: [1734787259] Isha Gupta: If pankaj sir allot you any work then you can do that.

<<< Ok

Sender: Unknown

Time: 2024-12-21T13:20:56.713Z

Message: If pankaj sir allot you any work then you can do that.

Sender: Unknown

Time: 2024-12-21T13:20:32.079Z

Message: Till now you can leave this.

Sender: Muskan .

Time: 2024-12-21T13:20:26.772Z

Message: No Content

Sender: Muskan .

Time: 2024-12-21T13:20:33.661Z

Message: No Content

Sender: Muskan .

Time: 2024-12-21T13:20:13.631Z

Message: [1734787094] Muskan .: Okay , Should I write tomorrow's date in it?

<<< Should I write tomorrow's date in it??

Sender: Muskan .

Time: 2024-12-21T13:19:51.441Z

Message: [1734787179] Isha Gupta: Rn I'm not able to pick up the call.

<<< Okay ma'am

Sender: Unknown

Time: 2024-12-21T13:19:35.295Z

Message: Rn I'm not able to pick up the call.

Sender: Muskan .

Time: 2024-12-21T13:19:25.669Z

Message: Muskan .Isha Gupta

Sender: Muskan .

Time: 2024-12-21T13:18:12.609Z

Message: [1734786985] Isha Gupta: Is this the joining date?

<<< Okay , Should I write tomorrow's date in it?

Sender: Unknown

Time: 2024-12-21T13:17:21.098Z

Message: We will send all the offer letters tomorrow.

Sender: Unknown

Time: 2024-12-21T13:16:19.357Z

Message: Is this the joining date?

Sender: Muskan .

Time: 2024-12-21T13:07:39.547Z

Message: Muskan .Isha Gupta

Sender: Muskan .

Time: 2024-12-21T10:57:16.564Z

Message: Muskan .Isha Gupta

Sender: Muskan .

Time: 2024-12-21T10:22:54.788Z

Message: Hlo Isha Gupta mam

Sender: Muskan .

Time: 2024-12-21T10:12:17.113Z

Message: Hi Surya BBG,

Greetings from Centennial InfoTech!

I hope this email finds you well. We are pleased to offer you a 1-months internship (Part-time) position with our Organization, and we believe you will make a valuable contribution to our team.

Internship Details:

Position: HR Intern

Duration: 1 months

Department: Human Resource Department

Location: Remote

Supervisor: Pankaj

Internship Type: Unpaid

Please review the attached internship agreement for further details regarding the terms and conditions of your internship. If you agree with the terms, kindly sign and return the agreement asap.

We look forward to having you on our team and seeing you grow in your role.

Thanks, and Regards

Muskan

HR Department

Centennial Infotech

C-124, Second Floor, VIII, Phase-8, Industrial Area, Sector 73,

Sahibzada Ajit Singh Nagar, Punjab 140308

Sender: Muskan .

Time: 2024-12-21T10:11:53.502Z

Message: Hi Anghuma N Ganguli,

Greetings from Centennial InfoTech!

I hope this email finds you well. We are pleased to offer you a 2-months internship (Part-time) position with our Organization, and we believe you will make a valuable contribution to our team.

Internship Details:

Position: HR Intern
Duration: 2 months
Department: Human Resource Department
Location: Remote
Supervisor: Pankaj
Internship Type: Unpaid

Please review the attached internship agreement for further details regarding the terms and conditions of your internship. If you agree with the terms, kindly sign and return the agreement asap.

We look forward to having you on our team and seeing you grow in your role.

Thanks, and Regards

Muskan
HR Department
Centennial Infotech
C-124, Second Floor, VIII, Phase-8, Industrial Area, Sector 73,
Sahibzada Ajit Singh Nagar, Punjab 140308

Sender: Muskan .

Time: 2024-12-21T10:11:05.919Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d11-394fec06e23cec4d863db9d4192eba7c>

Sender: Muskan .

Time: 2024-12-21T10:10:58.889Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d6-7ae876fe74f089db6fe54081ebbb6f9a>

Sender: Muskan .

Time: 2024-12-21T10:10:54.061Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d8-4cb47d37c65fc64f312b5bf08ceae804>

Sender: Muskan .

Time: 2024-12-21T10:10:47.087Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d12-d34549e134db1d1870d67d58e7f8fb84>

Sender: Muskan .

Time: 2024-12-21T10:04:03.505Z

Message: Hi Ajay Kumar Saw,

Greetings from Centennial InfoTech!

I hope this email finds you well. We are pleased to offer you a 2-months internship (Part-time) position with our Organization, and we believe you will make a valuable contribution to our team.

Internship Details:

Position: HR Intern

Duration: 2 months

Department: Human Resource Department

Location: Remote

Supervisor: Pankaj

Internship Type: Unpaid

Please review the attached internship agreement for further details regarding the terms and conditions of your internship. If you agree with the terms, kindly sign and return the agreement asap.

We look forward to having you on our team and seeing you grow in your role.

Thanks, and Regards

Muskan

HR Department

Centennial Infotech

C-124, Second Floor, VIII, Phase-8, Industrial Area, Sector 73,

Sahibzada Ajit Singh Nagar, Punjab 140308

Sender: Muskan .

Time: 2024-12-21T10:03:15.184Z

Message: To view this file, go to: [https://login.skype.com/login/sso?](https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d7-613ed0dd74cf07cdb5097269c9535c19)

[go=webclient.xmm&docid=0-jhb-d7-613ed0dd74cf07cdb5097269c9535c19](https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d7-613ed0dd74cf07cdb5097269c9535c19)

Sender: Muskan .

Time: 2024-12-21T10:03:07.647Z

Message: To view this file, go to: [https://login.skype.com/login/sso?](https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d12-ae6cd217c8978b0cb37af058df6dbc28)

[go=webclient.xmm&docid=0-jhb-d12-ae6cd217c8978b0cb37af058df6dbc28](https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d12-ae6cd217c8978b0cb37af058df6dbc28)

Sender: Muskan .

Time: 2024-12-21T09:48:29.404Z

Message: No Content

Sender: Muskan .

Time: 2024-12-21T10:01:30.65Z

Message: No Content

Sender: Muskan .

Time: 2024-12-21T09:48:22.58Z

Message: No Content

Sender: Muskan .

Time: 2024-12-21T10:01:28.087Z

Message: No Content

Sender: Muskan .

Time: 2024-12-21T09:53:57.461Z

Message: Muskan .233.029Isha Gupta233.029

Sender: Muskan .

Time: 2024-12-21T09:50:04.637Z

Message: Muskan .Isha Gupta

Sender: Muskan .

Time: 2024-12-21T09:47:13.19Z

Message: [1734773763] Isha Gupta: Hi Nibedita Nag,Đ

Đ

Greetings from Centennial InfoTech!Đ

Đ

I hope this email finds you well. We are pleased to offer you a 3-months internship (Full-time) position with our Organization, and we believe you will make a valuable contribution to our team.Đ

Đ

Internship Details:Đ

Đ

Position: HR InternĐ

Duration: 3 monthsĐ

Department: Human Resource DepartmentĐ

Location: RemoteĐ

Supervisor: PankajĐ

Internship Type: UnpaidĐ

Đ

Please review the attached internship agreement for further details regarding the terms and conditions of your internship. If you agree with the terms, kindly sign and return the agreement asap.Đ

Đ

We look forward to having you on our team and seeing you grow in your role.Đ

Đ

Thanks, and RegardsĐ

Đ
Isha GuptaĐ
HR DepartmentĐ
Centennial InfotechĐ
C-124, Second Floor, VIII, Phase-8, Industrial Area, Sector 73,Đ
Sahibzada Ajit Singh Nagar, Punjab 140308

<<< Supervisor pankaj??

Sender: Unknown

Time: 2024-12-21T09:39:44.205Z

Message: Sure.

Sender: Muskan .

Time: 2024-12-21T09:39:39.197Z

Message: Okay Mam If there is any problem with this, I will message you. Thank you mam

Sender: Unknown

Time: 2024-12-21T09:39:20.35Z

Message: Any confusion?

Sender: Unknown

Time: 2024-12-21T09:38:48.653Z

Message: [1734773733] Muskan .: Ok how to send an offer letter??

<<< For this I will guide you later, first do all the changes and send me the new offer letter for checking purposes.

Sender: Unknown

Time: 2024-12-21T09:37:54.683Z

Message: Same with text also.

Sender: Unknown

Time: 2024-12-21T09:37:48.491Z

Message: Changes in doc. Will be.

The date(date of sending an offer letter)

Candidates name

Duration

Internship type

Date of joining

In the last updated your name and sign instead of mine.

Sender: Muskan .

Time: 2024-12-21T09:37:13.114Z

Message: Okay mam

Sender: Unknown

Time: 2024-12-21T09:36:47.851Z

Message: We have to send this text by mail and doc. As well.

Sender: Unknown

Time: 2024-12-21T09:36:27.527Z

Message: Do all the necessary changes according to the candidates details in ms word and this text also

Sender: Unknown

Time: 2024-12-21T09:36:01.077Z

Message: Hi Nibedita Nag,☺

☺

Greetings from Centennial InfoTech!☺

☺

I hope this email finds you well. We are pleased to offer you a 3-months internship (Full-time) position with our Organization, and we believe you will make a valuable contribution to our team.☺

☺

Internship Details:☺

☺

Position: HR Intern☺

Duration: 3 months☺

Department: Human Resource Department☺

Location: Remote☺

Supervisor: Pankaj☺

Internship Type: Unpaid☺

☺

Please review the attached internship agreement for further details regarding the terms and conditions of your internship. If you agree with the terms, kindly sign and return the agreement asap.☺

☺

We look forward to having you on our team and seeing you grow in your role.☺

☺

Thanks, and Regards☺

☺

Isha Gupta☺

HR Department☺

Centennial Infotech☺

C-124, Second Floor, VIII, Phase-8, Industrial Area, Sector 73,☺

Sahibzada Ajit Singh Nagar, Punjab 140308

Sender: Unknown

Time: 2024-12-21T09:35:49.602Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d9-48f036f2555099d7723e1419603529b1>

Sender: Muskan .

Time: 2024-12-21T09:35:30.99Z

Message: [1734773683] Isha Gupta: Firstly you have to send an offer letter to them

<<< Ok how to send an offer letter??

Sender: Muskan .

Time: 2024-12-21T09:35:02.79Z

Message: [1734773670] Isha Gupta: Not Shreya..

Ajay, angshuma, surya.

<<< Oops sorry I think I write surya but I written shreya.

Alright ma'am

Sender: Unknown

Time: 2024-12-21T09:34:40.134Z

Message: Firstly you have to send an offer letter to them

Sender: Unknown

Time: 2024-12-21T09:34:27.856Z

Message: [1734773584] Muskan .: Ajay Kumar

Angshuma N ganguli

Shreya L??

<<< Not Shreya..

Ajay, angshuma, surya.

Sender: Muskan .

Time: 2024-12-21T09:33:46.603Z

Message: [1734773614] Isha Gupta: Leave that one.

<<< Okk I leave it

Sender: Unknown

Time: 2024-12-21T09:33:31.815Z

Message: [1734773425] Muskan .: Sheet13??

<<< Leave that one.

Sender: Muskan .

Time: 2024-12-21T09:33:02.19Z

Message: [1734773373] Isha Gupta: You will work on rest of the candidate

<<< Ajay Kumar

Angshuma N ganguli

Shreya L??

Sender: Muskan .

Time: 2024-12-21T09:33:23.963Z

Message: [1734773373] Isha Gupta: You will work on rest of the candidate

<<< Ajay Kumar
Angshuma N ganguli
Shreya L??

Sender: Muskan .

Time: 2024-12-21T09:31:34.556Z

Message: ?? In bottom lines

Sender: Muskan .

Time: 2024-12-21T09:31:34.451Z

Message: To view this shared photo, go to: <https://login.skype.com/login/sso?go=xmmfallback?pic=0-jhb-d6-e83408cdff6005c22cf4ca49082f346a>

Sender: Muskan .

Time: 2024-12-21T09:30:23.663Z

Message: Sheet13??

Sender: Muskan .

Time: 2024-12-21T09:29:56.468Z

Message: [1734773373] Isha Gupta: You will work on rest of the candidate

<<< Okay mam

Sender: Unknown

Time: 2024-12-21T09:29:30.245Z

Message: You will work on rest of the candidate

Sender: Unknown

Time: 2024-12-21T09:29:21.712Z

Message: Ignore rahul, shreya, sagar.... Pavan is working with these candidates.

Sender: Muskan .

Time: 2024-12-21T09:21:14.997Z

Message: Ma's am

Sender: Muskan .

Time: 2024-12-21T09:19:46.562Z

Message: Selected candidates only

Sender: Muskan .

Time: 2024-12-21T09:19:46.464Z

Message: To view this shared photo, go to: <https://login.skype.com/login/sso?>

go=xmmfallback?pic=0-jhb-d3-1eb8a10d6357c11f9e29c4dee1ed3695

Sender: Muskan .

Time: 2024-12-21T08:41:59.657Z

Message: [1734770495] Isha Gupta: This will be helpful for you.

<<< Yes ma'am

Sender: Unknown

Time: 2024-12-21T08:41:53.558Z

Message: Okay

Sender: Muskan .

Time: 2024-12-21T08:41:44.921Z

Message: [1734770478] Isha Gupta: Just normal. Use phone notes or pen paper.

<<< Ok ma'am then I'll send you

Sender: Unknown

Time: 2024-12-21T08:41:32.973Z

Message: This will be helpful for you.

Sender: Unknown

Time: 2024-12-21T08:41:16.114Z

Message: Just normal. Use phone notes or pen paper.

Sender: Muskan .

Time: 2024-12-21T08:41:05.459Z

Message: [1734770437] Isha Gupta: Yeah. Feel free to ask me if you are not able to understand anything.

<<< Sure ma'am

Sender: Muskan .

Time: 2024-12-21T08:40:52.43Z

Message: In excel or normal in notebook?

Sender: Unknown

Time: 2024-12-21T08:40:34.416Z

Message: Yeah. Feel free to ask me if you are not able to understand anything.

Sender: Muskan .

Time: 2024-12-21T08:40:18.668Z

Message: [1734770390] Isha Gupta: Only selected one.

<<< Okk I make a rough list candidates of selected.

Sender: Muskan .

Time: 2024-12-21T08:39:59.894Z

Message: [1734770382] Isha Gupta: This list has a number of candidates name

<<< Okk I have seen.

Sender: Unknown

Time: 2024-12-21T08:39:47.652Z

Message: Only selected one.

Sender: Unknown

Time: 2024-12-21T08:39:39.986Z

Message: This list has a number of candidates name

Sender: Muskan .

Time: 2024-12-21T08:38:52.312Z

Message: [1734770284] Isha Gupta: Check the candidates,
Make a rough list containing name, duration and internship type.

<<< Which candidates??

Status??

Selected or rejected or not responding??

Sender: Muskan .

Time: 2024-12-21T08:39:35.871Z

Message: [1734770284] Isha Gupta: Check the candidates,
Make a rough list containing name, duration and internship type.

<<< Which candidates??

Status??

Selected or rejected or not responding??

Sender: Muskan .

Time: 2024-12-21T08:38:31.41Z

Message: [1734770284] Isha Gupta: Check the candidates,
Make a rough list containing name, duration and internship type.

<<< Ok ma'am I'll make a rough list

Sender: Unknown

Time: 2024-12-21T08:38:01.709Z

Message: Check the candidates,
Make a rough list containing name, duration and internship type.

Sender: Unknown

Time: 2024-12-21T08:37:27.051Z

Message: <https://docs.google.com/spreadsheets/d/1il6K6DskQ9H3cASvZjwRYXCNqSmPuCJNEeyvdU3Becw/edit?pli=1&gid=1492860958#gid=1492860958>

Sender: Muskan .

Time: 2024-12-21T08:37:07.244Z

Message: [1734770186] Isha Gupta: Now I will send you a Google sheet, check the candidates who are going to join us 30dec to 4jan

<<< Ok ma'am

Sender: Unknown

Time: 2024-12-21T08:36:21.711Z

Message: Now I am sending you a Google sheet, check the candidates who are going to join us between 30dec to 4jan

Sender: Unknown

Time: 2024-12-21T08:37:06.386Z

Message: Now I am sending you a Google sheet, check the candidates who are going to join us between 30dec to 4jan

Sender: Muskan .

Time: 2024-12-21T08:35:19.33Z

Message: [1734770095] Isha Gupta: Yes now I'm also free

<<< Ok ma'am

Sender: Unknown

Time: 2024-12-21T08:34:51.885Z

Message: Yes now I'm also free

Sender: Muskan .

Time: 2024-12-21T08:33:24.158Z

Message: Ok ma'am I'll wait

Sender: Unknown

Time: 2024-12-21T08:33:11.515Z

Message: Give me 2min

Sender: Muskan .

Time: 2024-12-21T08:32:23.669Z

Message: [1734769661] Isha Gupta: Muskan plz message me when you are free

<<< Hlo Isha ma'am

Sender: Unknown

Time: 2024-12-21T08:27:33.917Z

Message: Muskan plz message me when you are free

Sender: Muskan .

Time: 2024-12-20T15:21:07.008Z

Message: [1734707973] Isha Gupta: Actually I need to guide you about how to create an offer letter and also send the offer letter to the candidates to new joiners but at that moment you are unavailable so I guide all this to another intern. So I will guide you tomorrow about this. And when they accept an offer letter then you have to create credentials of theirs.

<<< Alright ma'am

Sender: Unknown

Time: 2024-12-20T15:19:30.03Z

Message: Actually I need to guide you about how to create an offer letter and also send the offer letter to the candidates to new joiners but at that moment you are unavailable so I guide all this to another intern. So I will guide you tomorrow about this. And when they accept an offer letter then you have to create credentials of theirs.

Sender: Muskan .

Time: 2024-12-20T14:28:12.11Z

Message: Good evening ma'am

Sender: Muskan .

Time: 2024-12-20T14:26:48.699Z

Message: [1734675522] Isha Gupta: I will give you the name of the candidate in the evening then you have to create both of the accounts of them.

<<< Give the names of candidates

Sender: Muskan .

Time: 2024-12-20T14:26:21.084Z

Message: Hlo Isha ma'am

Sender: Muskan .

Time: 2024-12-20T14:26:01.076Z

Message: [1734678518] Isha Gupta: At what time you are available in evening

<<< Currently I'm available

Sender: Unknown

Time: 2024-12-20T06:03:40.885Z

Message: Open your gmail account > add to another account > click on Google > create (for work purpose) > write first and second name of candidate (if you don't know second name no issue leave it otherwise use fullstop) > dob :

1-04-2000 no matter what they're actually dob and full the gender & use mail address should in form (name of candidate.centennialinfotech@gmail.com) & use password (C!RiP1}Z40X1CENTINTER) & continue / agree
Here you got it.

For skype :

Open skype & click create one (below side) & click on use email instead & write mail & Password (C!RiP1}Z40X1CENTINTER)& further info like dob (that will be same) & complete verification

And now your Skype account is also created

Sender: Unknown

Time: 2024-12-20T11:50:36.174Z

Message: Open your gmail account & add to another account & click on Google & create (for work purpose) & write first and second name of candidate (if you don't know second name no issue leave it otherwise use fullstop) & dob : 1-04-2000 no matter what they're actually dob and full the gender & mail address should in form (name of candidate.centennialinfotech@gmail.com) & use password (C!RiP1}Z40X1CENTINTER) & continue / agree
Here you got it.

For skype :

Open skype & click create one (below side) & click on use email instead & write mail & Password (C!RiP1}Z40X1CENTINTER)& further info like dob (that will be same) & complete verification

And now your Skype account is also created

Sender: Unknown

Time: 2024-12-20T07:08:35.892Z

Message: At what time you are available in evening

Sender: Unknown

Time: 2024-12-20T07:08:26.444Z

Message: Okay

Sender: Muskan .

Time: 2024-12-20T07:00:31.136Z

Message: I have evening availability and will undertake the task accordingly.

Sender: Muskan .

Time: 2024-12-20T06:58:17.282Z

Message: [1734675522] Isha Gupta: I will give you the name of the candidate in the evening then you have to create both of the accounts of them.

& Okk ma'am

Sender: Unknown

Time: 2024-12-20T06:18:39.811Z

Message: I will give you the name of the candidate in the evening then you have to create both of the accounts of them.

Sender: Muskan .

Time: 2024-12-20T06:09:16.188Z

Message: [1734674864] Isha Gupta: When you are free then inform I need to guide you how to create and send an offer letter to new joiners.

<<< Ok ma'am I'll inform you

Sender: Unknown

Time: 2024-12-20T06:07:42.037Z

Message: When you are free then inform I need to guide you how to create and send an offer letter to new joiners.

Sender: Unknown

Time: 2024-12-20T06:04:09.294Z

Message: While implementing this step if you face any problem or are confused somewhere inform me.

Sender: Muskan .

Time: 2024-12-20T05:56:49.965Z

Message: [1734674200] Isha Gupta: Still I will guide you both steps to steps

<<< Ok ma'am

Sender: Unknown

Time: 2024-12-20T05:56:38.356Z

Message: Still I will guide you both steps to steps

Sender: Unknown

Time: 2024-12-20T05:56:21.005Z

Message: Okay

Sender: Muskan .

Time: 2024-12-20T05:56:05.343Z

Message: [1734674048] Isha Gupta: Muskan,
Do you know how to create Gmail and skype credentials

<<< Yes I know how to create gmail but I think I don't know how to create skype credentials

Sender: Unknown

Time: 2024-12-20T05:54:06.291Z

Message: Muskan,
Do you know how to create Gmail and skype credentials

Sender: Muskan .

Time: 2024-12-20T05:16:23.877Z

Message: [1734671772] Isha Gupta: Anything u want pls inform me.

<<< Sure ma'am

Sender: Unknown

Time: 2024-12-20T05:16:09.653Z

Message: Anything u want pls inform me.

Sender: Unknown

Time: 2024-12-20T05:15:53.198Z

Message: Link of my job post

Sender: Unknown

Time: 2024-12-20T05:15:46.556Z

Message: Check out this job at Centennial Infotech: <https://www.linkedin.com/jobs/view/4103735871>

Sender: Unknown

Time: 2024-12-20T05:15:18.323Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d12-ab821c1aec654160a345802bce2e0b9c>

Sender: Unknown

Time: 2024-12-20T05:15:18.249Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d12-9946febf85c3872def62a703ee5e985>

Sender: Unknown

Time: 2024-12-20T05:15:17.201Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d3-a167e32bb18835a6868ebf27b255d706>

Sender: Unknown

Time: 2024-12-20T05:15:17.201Z

Message: To view this file, go to: <https://login.skype.com/login/sso?go=webclient.xmm&docid=0-jhb-d3-a167e32bb18835a6868ebf27b255d706>

Sender: Unknown

Time: 2024-12-20T05:13:43.714Z

Message: Wait

Sender: Muskan .

Time: 2024-12-20T05:12:43.427Z

Message: [1734671536] Isha Gupta: Of my LinkedIn post??

<<< Any where you can send me resume

Sender: Unknown

Time: 2024-12-20T05:12:14.106Z

Message: Of my LinkedIn post??

Sender: Muskan .

Time: 2024-12-19T18:34:38.596Z

Message: I can call you tomorrow in morning please pick my call and send me resume

Sender: Muskan .

Time: 2024-12-19T18:34:11.014Z

Message: Hello Isha mam

Sender: Muskan .

Time: 2024-12-16T17:26:51.047Z

Message: [1734369982] Isha Gupta: So your job is posted now
Right?

<<< Yes ma'am

Sender: Muskan .

Time: 2024-12-16T17:26:45.051Z

Message: Ok ma'am from tomorrow I'll report to pankaj sir

Sender: Unknown

Time: 2024-12-16T17:26:19.597Z

Message: So your job is posted now
Right?

Sender: Unknown

Time: 2024-12-16T17:25:52.226Z

Message: But if you are facing any issue or not able to understand anything then you
can ask me anytime but rn I'm on holdi till 19 evening.
So maybe I'm not able to give you a quick response.

Sender: Muskan .

Time: 2024-12-16T17:25:28.365Z

Message: Ok today I'll send or tomorrow??

Sender: Muskan .

Time: 2024-12-16T17:25:04.242Z

Message: Hello Isha ma'am

Sender: Unknown

Time: 2024-12-16T17:24:56.653Z

Message: Thank you for waiting for me .

You no need to report me.

You have to only report to Pankaj Sir.

Sender: Unknown

Time: 2024-12-16T17:24:16.722Z

Message: Hello muskan.

Sender: Muskan .

Time: 2024-12-16T15:52:58.776Z

Message: To view this shared photo, go to: <https://login.skype.com/login/sso?go=xmmfallback?pic=0-jhb-d3-5b1c3c2fee54a499a738d28c313ccb0>

Sender: Muskan .

Time: 2024-12-16T15:47:53.73Z

Message: Hlo Isha ma'am

Đ

Today I done the task job posting over linked and try to add cart on linked but it's not completed I try again and again and it try tomorrow

Sender: Muskan .

Time: 2024-12-16T15:46:28.577Z

Message: On skype?

Sender: Muskan .

Time: 2024-12-16T15:46:10.642Z

Message: Good evening ma'am where I report you?

Sender: Muskan .

Time: 2024-12-16T15:38:01.998Z

Message: Hlo Isha ma'am

Today I done job posting over linked and try to add cart on linked but it's not completed I try again and again and it try tomorrow

Sender: Muskan .

Time: 2024-12-16T12:13:55.788Z

Message: No Content

Sender: Muskan .

Time: 2024-12-16T12:16:23.992Z

Message: No Content

Sender: Muskan .

Time: 2024-12-16T11:59:01.176Z

Message: Good evening ma'am

Sender: Muskan .

Time: 2024-12-16T11:58:54.562Z

Message: I have send message to pankaj sir

Sender: Unknown

Time: 2024-12-15T16:53:07.693Z

Message: Oh okay.

Sender: Muskan .

Time: 2024-12-15T16:52:54.853Z

Message: [1734281552] Isha Gupta: Hey. Your name is not visible.
Can you pls tell me ur name?

<<< My name is Muskan

Sender: Unknown

Time: 2024-12-15T16:52:30.663Z

Message: Hey. Your name is not visible.
Can you pls tell me ur name?

Sender: Muskan .

Time: 2024-12-15T16:31:40.597Z

Message: [1734274733] Isha Gupta: Message him tomorrow.

<<< Ok ma'am thank you

Sender: Unknown

Time: 2024-12-15T14:58:51.601Z

Message: Message him tomorrow.

Sender: Unknown

Time: 2024-12-15T14:58:33.816Z

Message: No Content

Sender: Muskan .

Time: 2024-12-15T14:26:45.214Z

Message: Good evening mam