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| **The U.S. Job Duties**  Beneficiary’s Name, Designation – Domain  Month Year |
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**Version**

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| **Date** | **Version** | **Author** | **Description** |
| Month DD, YYYY | 1.0 | Beneficiary’s Name | Initial Draft |
| Month DD, YYYY | 1.1 | Visa Team | Reviewed and sent it to Beneficiary for updates |
| Month DD, YYYY | 1.2 | Beneficiary’s Name | Updated and sent it to the Visa team for review |
| Month DD, YYYY | 1.3 | Visa Team | Re-reviewed and sent to Attorney for review |
| Month DD, YYYY | 2.0 | Visa Team | Approved |

**Reviewed By**

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| --- | --- |
| **Date** | **Name** |
| Month DD, YYYY | Visa Team – Level 1 |
| Month DD, YYYY | Visa Team – Level 2 |

# **United States Job Duties**

<The content provided in Italics and yellow highlights should be changed based on Beneficiary’s skill sets, knowledge, and experience on Synechron’s Proprietary tool/framework. The content should be more specialized/advanced knowledge on the tool/framework, which he will be utilizing in the U.S. job duties.

As Designation – Technology, Mr. XXXX XXXX have specialized knowledge that is valuable to Synechron’s and its client’s competitiveness in the marketspace. He is especially qualified to contribute to the US client’s knowledge of foreign operational conditions. He has been an essential employee of Synechron, India, and has been handling significant assignments that have enhanced Synechron’s competiveness, financial position, work productivity, and goodwill in market.

Mr. XXXX XXXX will create end-to-end designs for the overall solution architecture pursuant to the redesigns required by our customer, Client/Synechron, for the following functions: XXXX, XXXX, and XXXX, integration with the existing systems, communication, specialized Tool Admin Portal, and reporting modules. Specifically, Mr. XXXX XXXX will be responsible to perform the following job duties:

List down the job duties based on the process followed to develop a tool/framework, where you will be utilizing your advanced level of specialized knowledge. Avoid generic job duties such as attending meetings, gathering information, etc.

* **US Duty 1**: **Using** **XXXX Tool *- Design Creations and Review* *- 40% of daily work time***

**Specialized Knowledge:** Mr. XXXX will also be required to use his advanced knowledge of Synechron’s XXXX methodology, XXXX Tool/Framework, and XXXX Tool/Framework in order to evaluate and consequently re-design their system performance, to automate the reduction of bottlenecks and maintenance costs in processing critical warranty and service data for telecommunications handset equipment. Eliminating crashes is a most important benefit of automating the elimination of bottlenecks. **(30% of his daily work time)**

* Specifically, this will require him to use that advanced knowledge to evaluate and re-design XXXX Tool/Framework to further expedite its generation of advanced guidelines for the rapid collection of warranty-related performance data, and algorithms, and for the automated generation of clean code, secure code, defensive code, efficient code, and scalable code.
* This duty will also require him to use that knowledge to evaluate and re-design XXXX Tool/Framework’s generation of warranty-related end-to-end performance engineering data, to further expedite its generation of historical data compared to run-time performance evaluation data.
* This duty will also require him to use that knowledge to evaluate and re-design XXXX Tool/Framework’s expedited generation of warranty-related resource utilization data.
* This duty will further require him to use that knowledge to evaluate and expedite XXXX Tool/Framework’s unique capacity to provide real-time warranty-related data analysis, daily reports, monthly reports and the ability to store a large amount of warranty and service-related data.

This duty will enable Synechron to greatly increase its revenue generation, as more clients seek licenses to use those three unique Synechron tools.

* **US Duty 2:** **Using** **XXXX Tool - *- 20% of daily work time***
* **US Duty 3:** **Using** **XXXX Tool - *- 10% of daily work time***
* **US Duty 4:** **Using** **XXXX Tool - *- 20% of daily work time***
* **US Duty #:** **Training *- 10% of daily work time***

**Specialized Knowledge:** As a part of our contract with Client/Synechron, Mr. XXXX will provide training to the following people in the use of the redesigned tool, and will divide his time equally among them:

* Mr. XXXXX, who is employed by XXXX. He will be trained in the following modules of the XXXXX: (XXXXXXX) Restricted list and reporting modules.
* Mr. XXXXX, who is employed by XXXXX. He will be trained in the following modules of the Specialized Tool XXX and accounting and Specialized Tool core modules.
* Mrs. XXXXX, who is employed by Client/Synechron. She will be trained in the following modules of that tool: Accounting, Reporting and trade blotter modules.
* Mrs. XXXXX who is employed by Client/Synechron. She will be trained in the SM core, restricted list and reporting module.

Even though Mr. XXXX XXXX will be assigned by Synechron to work on a project at Client/Synechron’ facility, US work Location, he will continue to remain an employee of Synechron, and will be supervised by Synechron. Mr. XXXX XXXX will report directly to his onsite manager, Mr. XXXXX, will communicate with the employee daily through e-mail messages and telephone calls.