

RDS /2024-25/10142

31 January 2025

**Mr. Yogesh Ramesh Jamnor.**  
**Sawardari, Chakan,**  
**Maharashtra 410501**

**Internship Offer Letter**

**Dear Yogesh,**

We are pleased to inform that you have been selected as **Trainee Software Engineer** and will be joining us on **February 03, 2025**. Your contribution is imperative to assure our sustained success and growth.

**Duration of Internship** - 06 Months from the date of joining.

You are appointed to work in **Pune** office of our **Rego Digital Solutions Pvt. Ltd.**

**Salary & Incentives** - You will be paid a Stipend of **INR 7, 000 (Indian Rupees Seven Thousand Only)** Per Month subject to deduction of applicable taxes.

**Working Hours** – You have to be available for Company's work from **10:00 AM to 06:00 PM IST from Monday to Friday** (except on Company Holidays). This will include a lunch/ tea/ personal break which should not exceed one hour. At times you may be required to attend work on Sundays if required. The work hours can be made flexible with mutual consent as long as you put in minimum of 35 hours per week.

**Confidentiality** – You will maintain utmost confidentiality about the Company's Business affairs/ transaction such as, but not limited to, Clientele, revenue, documentation, Any Company/ Client specific sensitive information, Trademarks, Patents etc. You will also not disclose/ discuss your Salary or any other Company Confidential information in your knowledge with any of your Colleagues/ Outsiders. The Company may get a Non- Disclosure Agreement (NDA) and/or an Invention Protection Clause signed by you once you join the Company.

As such, your internship will include training / orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in our Organization.

Your employment with our organization will be governed by various policies, rules and guidelines of the organization.

Again, welcome! We hope that your career here will be a gratifying one.

Kindly acknowledge a Copy of this Letter in acceptance along with the following set of documents:

- a. 2 Latest Passport Size Photographs.
- b. Permanent Address Proof (Passport/ Electricity Bill/ Telephone Bill/ Aadhar Card Copy)
- c. PAN Card Copy.
- d. Graduation/ Post Graduation Degree Certificates.

You may Scan the above documents and send them in a Zip file by E-mail (send to the same mail id from which the Offer has been sent).

We look forward to your being on board with us very soon and have a long and mutually rewarding professional association with the Company.

**Yours sincerely,**

For **Rego Digital Solutions Pvt. Ltd.,**

