



**2604 Elmwood Avenue. Rochester, NY 14618 United States.**

**JVC/TA/US/0503**

**10/14/2022**

Dear Yanchong Xu,

### **INTERNSHIP OFFER OF APPOINTMENT**

We were pleased to know you during the interview process, we were impressed with your background and knowledge of Data Science. We believe we can work with you to help guide and prepare you for your career in this field. We would like to formally offer you the position of Data Scientist Intern. By joining our team of professional and dedicated staff, we shall work together to provide our clients with the highest level of service.

This internship will run for a period of 10 weeks, including a one-week training before the start of the internship. You will join the internship by October 24, 2022, and end on December 23, 2022. This remote position comes with the opportunity to transition into a Full-Time role after the internship. You will work remotely from New York, NY. We are confident you will find this opportunity both challenging and rewarding. The following outlines your proposed job responsibilities, terms, and conditions.

#### **1. JOB DUTIES**

During your employment you will primarily be tasked with the following:

- Perform exploratory analysis on large datasets to identify potential insights.
- Conduct complex data analysis projects.
- Maintain accurate and up-to-date technical knowledge of financial instruments or tools, market conditions, and trends.
- Acquire, clean, standardize, transform, structure, and store data using various data analysis software.
- Conduct and compare analysis and market research to support internal financial analysis.
- Build a learning system to analyze real-time and offline data sets, and make predictions or recommendations.
- Research and learn new frameworks, languages, and technologies as needed.
- Interpreting data, and analyzing results using statistical techniques.
- Work closely with expert researchers to mine large online datasets and design workflows to supercharge investigations.
- Developing and implementing data analysis, data collection systems, and other strategies that optimize statistical efficiency and quality.
- Create and maintain models to value potential investments opportunity.
- Develop software modules based on algorithms and test them against actual data. Integrate software modules with product software
- Perform other related duties as assigned by management.

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## **2. REPORTING RELATIONSHIP**

You will report directly and be accountable to Peter Ward your direct Data Science intern supervisor (peterswar@outlook.com). Please, ensure you are dedicated to your job and work harmoniously not only with your Supervisor, but with your team members when you have group sessions.

## **3. REMUNERATION**

You will be paid hourly and the starting salary on company's cost is **\$37.00** hourly. Based on your performance, you will be assessed and increment may also be provided.

## **4. WORKING DAYS/HOURS**

You are required to work a maximum of 20 hours/week. This is a remote internship with flexible hours. So, you can work at any time to maintain your work-life balance.

## **5. PROBATIONARY PERIOD**

Your appointment is subject to 3 weeks probation. During this period either party may terminate this appointment by giving the other 1 week notice.

## **6. BENEFITS**

Depending on corporate performance, the Company may pay end-of-internship bonus to intern, the amount shall be determined by the Management.

## **7. LEAVE DAY/ALLOWANCE**

As an intern you will be entitled to 2 working days paid leave for every completed 5 weeks of service. Your leave allowance shall be determined by the management and shall be paid along with your subsequent remuneration.



## **8. CONFIDENTIALITY AGREEMENT**

The employee shall keep secret and shall not at any time (whether during the appointment or after the termination of the appointment for whatever reason) use for his own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business methods or information which the employee knew or ought reasonably to have known to be confidential concerning the business or affairs of the company or the Group so far as they shall have come to his knowledge during the Appointment. These restrictions shall not apply:-

- A. To any disclosure or use authorized by the Directors or required by law or by the Appointment.
- B. So as to prevent the employee from using his own personal skill in any business in which he maybe lawfully engaged after the Appointment has ended.
- C. To any trade secrets, business methods or information which may lawfully and without breach of the provision of this paragraph have come into the public domain.
- D. Any disclosure required by an order issued by a court of competent jurisdiction.

## **9. INVENTIONS**

The employee agrees that all processes, procedures, programs, discoveries, ideas, formulae, improvements, developments, technologies, designs, inventions (collectively "Inventions"), whether or not patentable or copyrightable, conceived, developed, invented, or made solely by the employee, or jointly with others, during the appointment shall be conclusively deemed "work for hire" (to the extent applicable), and is the property of, and belongs to, the relevant Group Company where the Inventions were developed and shall in connection therewith (during the term of the Appointment or after the termination of this Agreement).

Assign to the relevant Group Company, without additional compensation, all patent, copyright, trademark, trade name, service mark and other rights to such Inventions for any country.

- A. Sign all documents and instruments necessary to carry out the foregoing.
- B. Take such further actions as the relevant Group Company may reasonably request.



## 10. OBLIGATION

If The Farrell Edge observes and confirms that the employee is not sincere enough or the employee is not doing his duties as agreed, The Farrell Edge has full right to terminate the contract with the employee.

## 11. SUMMARY DISMISSAL

Notwithstanding the foregoing, you may be summarily dismissed from the services of the company if a case of serious breach of the conditions of your employment is established against you. Such matters may include but not limited to cases of theft, fraud, grave misconduct, gross insubordination, disclosure of official information, conflict of interest, unauthorized possession of company's property, conviction for criminal act, conducting yourself in such a manner as to bring the company's name into disrepute, or be incapable of performing your duties to satisfaction of the company.

If this offer is acceptable to you, please acknowledge receipt and indicate your acceptance on the final document page, and return the same through your HR partner as soon as possible for review and forwarding.

Congratulations on your appointment. We look forward to working with you.

Yours faithfully,

For: **THE FARRELL EDGE**

10/14/2022 11:04 AM

**Christopher Welu**  
Human Resources Manager



2604 Elmwood Avenue. Rochester, NY 14618 United States.

### INTERNSHIP APPLICATION FORM

Name: \_\_\_\_\_ D.O.B \_\_\_\_\_ (mm/dd/yy)  
(Last) (First) (MI)

Local

Address: \_\_\_\_\_  
(Street) (City) (Zip)

Permanent

Address: \_\_\_\_\_  
(Street) (City) (Zip)

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

Email Address \_\_\_\_\_

What is your Major? \_\_\_\_\_

#### IN CASE OF EMERGENCY CONTACT

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Cell: \_\_\_\_\_ Home: \_\_\_\_\_

Email address: \_\_\_\_\_

Please identify up to five shifts with a total of 20 hours/week

Day	AM	PM
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

#### ACCEPTANCE

I, ..... hereby accept the offer of employment on the  
Terms and conditions are stated in this letter. I will assume duty  
on.....

Name..... Signature/Date.....

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