

APPOINTMENT LETTER

Feb 9, 2019
Vellore

Dear **Kavitha**,

On behalf of TEJUS (the “Company”), I am pleased to extend to you this offer of temporary employment as an **Intern (Web Developer)**, reporting to **Mr.G.N.Hemanand**. If you accept this offer, you will begin your internship with the Company on **Feb 13, 2019** and will be expected to work 6 days per week.

You will be paid 1000 INR on a monthly basis, less all applicable taxes and withholdings, payable.

As an intern you will be receive “temporary employment” status. As a temporary employee, you will not receive any of the employee benefits that regular Company employees receive, including, but not limited to vacation or sick pay, paid holidays, or participation in the Company’s Insurance plan.

Your internship is expected to end on July 21, 2019.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company.

In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning the same as a scanned copy. If you have any questions, please do not hesitate to contact me.

Very truly yours,

Name : G.N.HEMANAND
Title : Founder

G.N.
Hemanand

Digitally signed by: G.N.Hemanand
DN: CN = G.N.Hemanand email =
hemanand@tejus.org C = IN O =
TEJUS OU = Founder
Date: 2019.01.06 23:06:28 +06'30'

I accept employment with the Company on the terms and conditions set out in this letter.

Candidate Name

Signature

Date