



Ashoka Trust for Research in Ecology and the Environment

A Scientific and Industrial Research Organisation, recognized by
the Department of Scientific Industrial Research, Ministry of Science and Technology, Govt. of India.

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Date: October 1, 2021

Mr. Anubhav Shori
Kanker District
Chhattisgarh

Dear Mr. Shori,

We are pleased to offer you a position as **District Coordinator** at the Ashoka Trust for Research in Ecology and the Environment (ATREE). Your appointment will be subject to the following terms and conditions.

1. **Effective date:** Your employment term will commence from October 1, 2021.
2. **Nature of Employment:** Your appointment is for One year. Any renewal will depend upon further projects taken up in this field and fund availability. Your performance will be reviewed at the end of 3 months and continuation for the rest of the period is subject to a satisfactory review.
3. **Duties:** Your main responsibility will be to coordinate all the tasks related to training and capacity building of FRA Community Organizers in the Bastar project in Jagdalpur. You will report to Dr. Sharachchandra Lele (Distinguished Fellow, ATREE). Details of your tasks are given in the attached ToR.
4. **Code of conduct:** You are required to abide by all the relevant policies at ATREE. During this period you will not secure any other part-time or full-time work elsewhere, or serve in an honorary capacity or otherwise without the prior consent of the Director.
5. **Remuneration:** You will be paid a consultancy amount of Rs. 50,000/- (Rs. Fifty Thousand Only) per month subject to TDS as per rules.
6. **Leave:** You are entitled to 1 day casual leave per month.
7. **Termination:** Either party can terminate the contract by giving one month's notice or one-month remuneration in lieu of notice.

If you agree to above, please sign one of the copies of this letter, and return it within 7 days of receipt of this letter. We welcome you to the ATREE community and look forward to a mutually fruitful association.

Dr. Nitin Pandit
Chief Executive Officer

Dr. Sharachchandra Lele
Distinguished Fellow

Date:
Place:

Mr. Anubhav Shori
(PAN No: _____)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Terms of References:

District Coordinator for CFRR Training & Capacity Building in Bastar district

ATREE has entered into an agreement with Bastar district administration for executing a project titled "Training, Capacity Development and Support in decision making for Community Forest Resource Rights recognition & management at Bastar District". The work includes

- a) recruitment of 15-20 FRA Community Organizers and training them for CFRR claim making and CFR management planning,
- b) organizing training workshops for SDLC and DLC members,
- c) organizing study tours to Maharashtra for the trainees,
- d) development of training materials in Hindi,
- e) Organizing a policy dissemination workshop at the end,
- f) Developing conflict resolution protocols from village studies
- g) Setting up baselines for CFR management planning in 5 villages

The District Coordinator will be the nodal person based in Jagdalpur town to facilitate all the above activities, with inputs from the research team of ATREE. The Coordinator will manage the day-to-day operations in the project, including setting up and running the Jagdalpur field office. Work will also include planning and assigning tasks to the 20 Community Organizers getting their reports and giving feedback organizing all the training workshops contributing to the training in the workshops and in the field liaising with government officials in the district and running the field office. It will involve contributing to drafting of all reports and invoices to be submitted to the district administration and following up on the payments.


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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029



FW: Regarding offer mail_Anupama Ekka

From N Satheeshkanna <satheeshkanna@iihmr.edu.in>

Date Sat 3/19/2022 3:45 PM

To Placements <placements@iihmr.edu.in>; Ms. Anita Thapa <anitathapa@iihmr.edu.in>

From: Anupama Ekka <anupama.j20@iihmr.in>

Sent: 19 March 2022 03:44 PM

To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>

Subject: Regarding offer maile

Respected sir,

This is my offer maile from caritas India organisation. Please find the attach maile.

Thank you

Regards

Anupama ekka

MBA-RM-09

Dear Ms. Anupama Ekka,

Greetings from Caritas India!

This is in reference to your interview with us. We are pleased to know that you are willing to be part of Caritas India. Accordingly, the Caritas Management is glad to offer you the position of **Community Educator - Gram Nirman Program**, Caritas India on **consultancy basis**. Your contract will be effective from the date of your appointment, i.e. **7th March 2022** and will be valid till **6th September 2022**, this will also be a **6 months' probation time period**. Either party may terminate the contract by providing one months' notice or salary in lieu of notice period during any time of the contract.

You shall be based as per identified CI location in **Latehar, Jharkhand** and will be required to travel to program sites under the program as well as to other CI locations as and when required. Your position will report to the **State Program Associate - Gram Nirman, based in Ranchi, Jharkhand**.

You will be paid a consolidated amount of **INR 25,000/- pm inclusive of taxes**. Any approved official travel and related expenses on account of travel to field sites will be paid by CI or reimbursed at actuals against valid bills and vouchers.

On behalf of the Management, we again thank you for showing your interest in the Organization and willingness to be a part of Caritas India. We hope your association with us will be mutually beneficial, pleasant, and fulfilling.

Please note that this offer is valid subject to your confirmation of acceptance of the proposed offer through a written reply at the earliest.

Kindly acknowledge receipt of this mail and revert to us; in case of any further information or clarification, please feel free to contact us.

Warm regards,


Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganeer Airport, Jaipur-302029

On behalf of the Management

Regards,

Preeti Guria

98807 20250

Preeti Guria | Lead - HR | +91 9880720250



Head Office: CARITAS INDIA, III floor, CBCI Centre, 1 Ashok Place, New Delhi, India (110001). |

Tel: +91-11-23363390, 23742339 | : Fax: +91-11-23715146

RO - JHARKHAND: CARITAS INDIA, EZ, 703, 7th Floor, Estate Plaza Behind Mangal Tawar, Kantatoli Chowk, HB Road, Ranchi, Jharkhand JHARKHAND PIN - 834001



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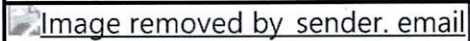
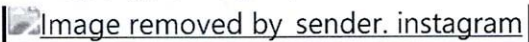


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From: SRKPS <srkpsjin@gmail.com>
Sent: Sunday, March 13, 2022 9:57:44 AM
To: Ayush Sharma <ayush.j20@iihmr.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; rajan.choudhary <rajan.choudhary@srkps.org>
Subject: Re: Offer Letter- Ayush Sharma for Kota

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ayush

Thank you for confirming your joining over the phone.
 Please confirm the same over the email as well.

Regards
 Jyoti Choudhary

On Fri, 4 Mar 2022 at 16:59, SRKPS <srkpsjin@gmail.com> wrote:
 Dear Mr. Ayush Sharma

We are pleased to inform you that based on your performance during the interview we are offering you the position of "**Program Officer**" at the Kota Division.

You will be entitled to a CTC of Rs.30000 month (Rupees Forty Thousand) during the probation period (six months) and Cash in hand in monthly Rs.25836. After successful completion of the probation period your position will be re-evaluated. All other expenses such as travel allowance will be reimbursed as per actual.

The detailed appointment letter will be given at the time of joining.

Please write your acceptance to the offer through email only and share your joining date. Further information will be conveyed to you after acceptance of the offer.

Your date of joining will be 1 April, 2022 but you have to report on 21 March, 2022 at Kota (as discussed during the interview).

Salary breakup

EARNING	AMOUNT	DEDUCTION	AMOUNT
BASIC SALARY	28200.00	EPF	1800.00
H.R.A.	0.00	ESI	NA
Gross wages	28200.00		
REIMBURSEMENT	0.00	CORPUS FUND/WALEFARE	564
TRAVEL	0.00	SECURITY MONEY	0.00
OTHER ALLOWANCE	0.00	LOAN/ADVANCE	0.00
SUB TOTAL	28200.00	TOTAL	28764
EMPLOYER CONTRIBUTION			
PF	1800.00		
ESI	NA		


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CTC PER MONTH (Basic+ORG. Cont.)	30000.00	NET AMOUNT IN BANK (Gross Wages- Deduction)	25836.00
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Note: One month salary will be deposited as security deposit and this deduction will be done over three months. The security money will be transferred after approved No Dues at the time of leaving the organisation.

Regards

Jyoti Choudhary

State Program Manager

--

Shikshit Rojgar Kendra Prabandhak Samiti (SRKPS)

1/129, Housing Board, Jhunjhunu (Rajasthan)

Pin-333001 (INDIA)

Ph. & Fax: -01592-234664 & 01592-230202, **Mob:** -09414080218

Mail: srkpsijn@gmail.com, srkpsamiti@yahoo.co.in, rajan_ch1@rediffmail.com

Web: www.srkps.org

<https://www.facebook.com/srkps.rajasthan>

<https://twitter.com/srkpsijn>


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CONTRACT OF EMPLOYMENT

THIS AGREEMENT IS BETWEEN:

1. **MOHAN Foundation Jaipur Citizen Forum (MFJCF) - C-103, Lal Kothi Scheme, Jaipur- 302015 ("The Employer")**
2. **Mr. Divesh Markana ("The Employee")**

IT IS AGREED that the employer will employ the employee and the employee will work for the employer on the following terms and conditions:

I. Job Title

The Employee's position is that of **Project Manager**.

The Employee may from time to time be required to carry out such other reasonable duties as the Employer may decide, without additional remuneration, should this be necessary to meet the needs of the business.

The Employee will be reporting to **Ms. Bhavana Jagwani, Convenor, MOHAN Foundation Jaipur Citizen Forum.**

II. Commencement and continuity of employment

The Employee's employment with the Employer will be for one year began on or before **13th April 2022** and shall be renewed based on the performance. During the contract period this employment may be terminated by either party giving one month notice to the other in writing. Absent to work by the employee during contract period will be treated as leave without pay.

The Employee's continuous employment, taking into account any service with Employer and with any previous employer which counts, began on **13th April 2022**.

III. Hours of work

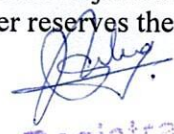
The Employee's normal working hours are Monday to Saturday from 10.00 am to 6.00 pm

The Employee may be required to work such further hours as may be necessary to fulfil his/her duties or the needs of the business.

Whenever possible, the Employer will give the Employee reasonable notice of any additional hours.

IV. Place of work

The Employee's normal place of work will be at Rajasthan and will be based at Jaipur provided that the Employer reserves the right to change this to any place within India


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NAVJEEVAN



A Unit of Jaipur Citizen Forum

ORGAN & TISSUE
DONATION PROJECT

Life..... Pass it on

Project Office :
56, Geeta Path
Suraj Nagar (west)
Civil Lines
Jaipur 302006
M.: 98290 59005

Regd. Office :
C-103, Lal Kothi Scheme
Jaipur 302015
Ph.: 0141-2741776
email : mfjcfjaipur@gmail.com
Web : mfjcfnavjeevan.info

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V. Payment

Payment is at the rate Rs. 30, 000/- per month of which 10% TDS will be deducted for Income Tax purpose.

VI. Training

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the Foundation's expense. Kindly note that refusal to participate in a training programme without any relevant reason may lead to your appraisal being held or termination of your services.

VII. Non-Disclosure Agreement

You will not during the course of your employment with the Foundation or at any time thereafter divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the Foundation, of any information or knowledge obtained by you during your employment as to the business or affairs of the Foundation including development, process reports and reporting system.

You will not (except in the normal course of the Foundation's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Foundation's activities or to any matter with which the Foundation may be concerned, unless you have previously applied to and obtained the written permission from the Foundation's Trustees or Administration.

If any declaration given or information furnished by you proves to be false or if you have willfully suppressed any material facts or if misconduct while in service, you will be liable for removal from the services of MOHAN Foundation Jaipur Citizen Forum without notice or subject to any action as the Foundation may deem necessary.

You are obliged to sign a non-disclosure agreement specific to a particular client as and when required by organization.

Prior to joining organization, you will ensure that you will be free from any contractual restrictions preventing you from accepting this offer or starting work on the joining date

VIII. Indemnity

The Employee will indemnify the Employer in respect of any liability incurred by the Employer as a direct consequence of the Employee's


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negligence, breach of contract, breach of duty or breach of trust in relation to the affairs of the Employer.

IX. Data Protection act

The Employee consents to the holding and processing of personal data provided by him/her to the Employer for all purposes relating to this employment, but not limited to administering and maintaining personnel records, paying and reviewing salary and other remuneration and benefits, undertaking performance appraisals and reviews, maintaining sickness and other absence records and taking decisions as to the Employee's fitness for work.

The Employee further acknowledges and agrees that the Employer may, in the course of its duties as an employer, be required to disclose personal data relating to him/her, after the end of his/her employment. This does not affect the Employee's rights under the Data Protection Act 1988.

X. General

You will familiarize yourself with the Transplantation of Human Organs Act within 30 days of joining the Foundation and work ethically and legally within this framework.

You shall diligently and faithfully carry out the assignments entrusted with you in connection with the activities of MOHAN Foundation, employing the power, skill and ability for the furtherance of the activities of the Foundation.

The employee will be governed by MOHAN Foundation byelaws and the leave entitlements will be as per the MOHAN Foundation policy & guidelines (Annexure I).

The Employer reserves the right to vary the terms of employment contained in this Agreement. The Employer will notify the Employee in writing within one month of such variation. This statement replaces all of the Employee's previous terms and conditions of employment with the Employer.

Signed by the Employer

Bhavna Jagwani
Convenor
MFJCF
Date: 8-April-2022

Signed by the Employee

Divesh Markana
Date: 8-April-2022

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Project Office :
56, Geeta Path
Suraj Nagar (west)
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Jaipur 302015
Ph.: 0141-2741776
email : mfjcfjaipur@gmail.com
Web : mfjcfnavjeevan.info



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To,

Ishan Dwivedi,
Plot No. 15, Shivanagar Colony, Pandeypur, Varanasi, Uttar Pradesh.

Dear Ishan,

Balancing Bits is a social enterprise working extensively on Solid waste management in Gurgaon-NCR region. After getting to observe your performance during your Internship period that started from 25th March 2022, we are pleased to offer you a job for the position of **Operations Lead** at Balancing Bits, starting from **1st June 2022**. Although your Internship period was of 3 months, but looking at your performance, a full-time job is offered to you ahead of time.

Your main task and responsibilities will include but will not be limited to - monitor and coordinate the day to day operations and suggest improvements. Observe and suggest design and SOP changes for better operational efficiency, build a robust reporting system and to study and analyze its results for bringing operational efficiency. You will also be involved in customer facing interactions. You will be directly reporting to Mr. Rahul Khera - Founder and CEO of Balancing Bits.

Your monthly compensation will be fixed at **25,000 INR** + conveyance allowances on reimbursable basis.

If you accept this offer, you are requested to send a signed hard copy of this letter to the below mentioned address. As per the telephonic discussion, it is your wish to opt out of the EPF scheme, please sign and send the attached request letter to opt out of EPF scheme along with the acceptance letter.

For any queries or additional questions feel free to email or call me on my contact details below.

Rahul Khera
Founder & CEO,
Balancing Bits,
rahul@balancingbits.com
Mobile-+91-9811715808

Registrar
The IIMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Balancing Bits

Registered Office address: C-27, SF, Suncity, Sec 54, Gurgaon | GST No: 06ANPPK2528R1ZB
www.balancingbits.com | rahul@balancingbits.com | +91-9811715808



A Society for Promotion of
Inclusive & Relevant Education

01st April 2022

To,
Mrs. Kavita Hasda
Tantnagar Block, Jharkhand
UAN No. 101806024849

Dear Kavita Hasda,

We are delighted to offer you an appointment in ASPIRE – **West Singhbhum Education Program, Jharkhand**, as **MIS cum Accountant** on following terms and conditions:

1. Appointment

The terms governing this appointment will be effective from **08th April 2022 to 31st March 2023**.

2. Place of Posting

You will be posted as **MIS cum Accountant** in ASPIRE at its office in **Tantnagar Block, West Singhbhum District, Jharkhand**. You will report to **Block Incharge**.

3. Service Rules

You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such rules or orders of the organization that may come in force from time to time.

4. Basis of Appointment

Please note that you will be on probation for a period of three months from the date of your joining. On satisfactory completion of the probation period, you will be confirmed for a contractual employment with the organization, which is extendable up to the maximum project duration by the period/s decided by the organization after review of your performance at the end of each contract period. Or else, your services to the organization will stand automatically terminated until you are re-appointed by a fresh contract.

The above terms and conditions and this appointment will be subject to donor approval, statutory requirements and any unforeseen circumstances. With all above on completion of your probation the salary will be revised upto Rs. 25,000/- per month.

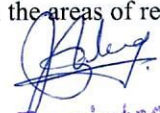
5. Duties/Responsibilities

You will have the responsibility for efficient satisfactory and economic operations in the areas of responsibility that may be assigned to you from time to time.

6. Salary and Allowances

Your salary structure will be broken down as follows:

Office Address: B-117, 1st & 2nd Floor, Sarvodaya Enclave, New Delhi – 110 017
Phone: 011- 46516788 Website: www.aspireindia.org.in


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Particulars	Monthly Salary in INR
Basic Salary	7,429
House Rent Allowance	2,971
Transport/Communication Allowance	1,600
Conveyance Allowance	1,000
Total	13,000
Employer's share of EPF (12% of Basic)	892
Gross Salary	13,892
EPF Deduction (Employer's + Employee's)	1,784
Net Amount	12,108

All Information regarding your salary is confidential and should be not discussed with anyone except H.R and HOD.

The organization will deduct taxes (if applicable) as appropriate and consistent with the Indian Tax Regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

7. Leave

Your entitlement for the leave is one leave per month during the probation period of **(3 months from your date of joining)**. It will be carried forward to the next month, if not taken during the current month. On confirmation you would be entitled to leaves as per the policy.

8. Notice Period

Your Services can be terminated by giving thirty days prior notice before leaving the organisation. However, in the event of your resignation, the organization in its sole discretion will have the option to accept the same and relieve you prior to completion of stipulated notice period without any pay in lieu of the notice period.

9. General

You will observe aims and ideals of ASPIRE as those of a secular, non-sectarian, inclusive and non-government organization.

You may not, without written consent of ASPIRE:

- Engage in any profession, trade or business causing conflict of interest to this contract.
- Accept any remuneration except that payable under this contract

We advise you to please sign a copy of this contract and return it along with the copy of your AADHAR Card, PAN card and bank details.

For ASPIRE,

Vinod Dhyani
H.R. Manager

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Terms & Conditions Accepted.

Kavita Hasda
Signature



Letter No : Admin/ 2022-23/8

Dated: May 4, 2022

Ms. Manali Mathur

D/O Suraj Prakash Mathur,
18/285 Chopasani Housing Board,
Jodhpur-342008, Rajasthan

Dear Manali,

After successful completion of your internship, Khushi Baby is pleased to extend an offer to you for the position of "Public Health Associate", w.e.f. May 1, 2022. This is a full time position with the first three months being considered under probationary period. Your initial monthly consolidated salary will be 25000 INR during the probation. After the successful probation phase, you would be offered to continue working with Khushi Baby, which will, however, depend on your performance and conduct during the probationary period.

As a full time employee you will be stationed at Jaipur or any other site of Khushi Baby and shall abide by your Job Description and contract clauses to be mutually signed by us.

We look forward to your continued dedication with Team Khushi Baby as a full time member. If you have any questions regarding employment policies and procedures, please do not hesitate to contact me.

Best Regards,

A handwritten signature in black ink, appearing to read "Ajay Sharma", with a horizontal line extending to the right.

Ajay Sharma,
Lead- Admin & HR
Khushi Baby

Khushi Baby
6016 Louis Way, El Dorado Hills, CA, 95762, USA
123 Kharol Colony, Fatehpura, Udaipur, 313001, Rajasthan, India
admin@khushibaby.org. +1 281 725 8062, +91 9001469934
www.khushibaby.org

A handwritten signature in black ink, appearing to read "Registrar", with a horizontal line extending to the right.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029



82
TALKCHARGE TECHNOLOGIES PVT. LTD.

323 - 324, Third Floor, JMD Megapolis, Sohna Road, 9
Sector 48, Gurugram - 122018

hr@talkcharge.com ✉

+91 96673 87788 ☎

20th January'2022

Ms. Muskan Agarwal
1805, Jai Lal Munshi Ka Rasta, Chandpole Bazar, Jaipur, GPO,
Rajasthan - 302001.

Dear Muskan,

Further to our discussions, we are pleased to offer you a position with TalkCharge.
Position & Joining:

You shall be appointed as a(n) HR Executive with TalkCharge. You are expected to join on or before
31st January'2022 at 9:30 AM at following location:

*TalkCharge Technologies Pvt. Ltd.
323-324, 3rd Floor, JMD Megapolis
Sohna Road, Sector 48,
Gurugram - 122018 (Haryana)*

Non-Disclosure:

Due to the proprietary nature of our products and services, all employees are expected to maintain the highest level of confidentiality and will be required to sign an agreement not to disclose any information with respect to TalkCharge. Your salary details are confidential; failure to maintain confidentiality will invite disciplinary action and may even result in termination of your services as per the policy of TalkCharge.

Probation and Confirmation:

You will be on probations for a period of 3 (Three) months, extended to 6 (six) months, during which you may be removed from your appointed post without giving any notice or reason thereof if not found satisfactory as per performance reviews. You will be given a confirmation letter after the given probation period is over.

Working Hours:

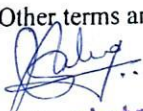
The work timings are at the sole discretion of the Management and would normally consist of a 45 hours workweek. These are subject to change as per business requirements. Same numbers of work hours are expected even when you are on an assignment abroad, unless communicated otherwise by a TalkCharge entity. The general working hours will be 9:30 A.M. to 7:00 P.M., Monday through Friday, with Half hour break for lunch. Employees may also be expected to work in shifts based on business requirement. If not followed or accepted, it'll be subject to deductions or alteration in CTC.

Annual Earned Leave:-

You are entitled to 18 days leave of absence on full pay per year and un-availed leaves are accumulative as per current TalkCharge India policy. Other terms and conditions will be applicable to you as per the prevailing Leave Policy.

Paid Sick & Casual Leave:

The entitlement is for 12 (6 SL+ 6 CL) days in a year. Other terms and conditions will be applicable to you as per the prevailing Leave Policy.


Registrar
The IIMR University
1, Prabhu Dayal Marg
Near Sangner Airport, Jaipur-302029

Muskan Agarwal
20/01/22



TALKCHARGE TECHNOLOGIES PVT. LTD.

323 - 324, Third Floor, JMD Megapolis, Sohna Road, 9
Sector 48, Gurugram - 122018

hr@talkcharge.com ✉

+91 96673 87788 ☎

Holidays:

TalkCharge observes 10 holidays in a year which may consist of fixed days of holidays and flexible ones and may be availed as per the policy in force.

Information Security:

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

Notice for Termination:

The written Notice required for termination of employment will be 1 Month notice by either party. You would be required to serve the stipulated notice period and early release would be at the sole discretion of the Management. In case you don't wish to serve the Notice Period for any personal reasons, you would need to buy out the same with 1 Months Salary. However, in case you leave your employment without giving requisite notice, no relieving letter will be issued and settlement of dues will be at the sole discretion of the Management. Kindly appraise that under TalkCharge's disciplinary procedure your services can be terminated without any prior Performance Improvement Plan (PIP) or notice period.

Company Property:

During the course of your employment you shall be responsible for safe keeping and returning in good order of all the equipments, documents, records, etc., which may be in your possession, custody, care or charge. The company shall have the rights to deduct the money value of such things from dues and take such other actions, as deemed fit, in the event of your failure to account for such properties. You shall return all equipment's i.e. Laptop, Data Card, documents, records, etc., of the company which are in your possession, before resigning/leaving the company.

Deduction from Pay:

In signing the Employment Agreement you accept that TalkCharge can make deductions from your salary where there has been for any reason an overpayment of salary, expenses or damage or loss to the company property/assets due to natural calamities/ Natural Disaster or lockdown announced by the central or state government.

Arbitration of Disputes Required (in lieu of litigation):

Any dispute or claim that arises out of or that relates to this employment agreement, or that relates to the breach of this agreement, or that arises out of or that is based upon the employment relationship (including any wage claim, any claim for wrongful termination, or any claim based upon any statute, regulation, or law, including those dealing with employment discrimination, sexual harassment, civil rights, age, or disabilities) shall be resolved by arbitrator appointed by TalkCharge.

Acceptance and Commencement:

Your salary would be 4.0 Lac per annum including variables, wherein the CTC may get increased/decreased depending upon individual's performance and variable will depend upon same performance criteria.

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The IHMR University
1, Prabhu Dayal Marg
Near Sangner Airport, Jaipur-302029

Mushtaq
20/01/22



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323 - 324, Third Floor, JMD Megapolis, Sohna Road, 9

Sector 48, Gurugram - 122018

hr@talkcharge.com

+91 96673 87788

You are required to report on the joining date at 9:30 a.m. Please note that it is important to be on time to complete the joining formalities.

On your joining date, please bring

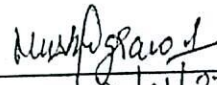
- (i) The original and 1 photocopy of this letter duly signed and dated by you;
- (ii) 1 self-photograph (passport sized, color photos with a white background);
- (iii) Originals and 1 set of photocopies of the following documents

- Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
- Relieving letter or resignation acceptance letter from your most recent employer. Include your employee number with such previous employer(s).
- Proof of identity. Bring one of the following documents: passport, driving license, voter's identification card, PAN card, or credit card with photograph.
- Please note that all of the above documents are mandatory

This offer/appointment is subject to the condition that you indemnify and also certify that all the information (like educational qualifications, work experience, past salary drawn and all other information) supplied by you to TalkCharge to get an employment with TalkCharge, is accurate and nothing has been given untrue. If it is later found that you had supplied inaccurate/untrue/false information, then TalkCharge reserves the right to terminate your services without any notice and seek appropriate damages or reimbursement of financial expenses incurred towards your training, relocation, any other allowances, etc. This is without prejudice to any other rights which TalkCharge may have against you.

TalkCharge reserves the right to change the terms and conditions of your employment and its policies and procedures at any time without any prior notice.

We are excited about your decision to join the company and wish you a long successful career with TalkCharge.


20/01/22

Muskan Agarwal

Read and Accepted



Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sangner Airport, Jaipur-302029

BigHaat Agro Private Limited

Ms. Muskan Chauhan
Bangalore

19th March 2022

Dear Muskan

Welcome to BigHaat. BigHaat is India's leading full stack AgTech ecosystem, which is today transforming the future of millions of farmers with our unique offering of Agri Inputs & Output Market Linkages and value added services leveraging data, technology and crop science.

We take pleasure in inviting you to join BigHaat as **Management Trainee - Marketplace** at a fixed pay of INR 20000 (Twenty Thousand only) per month and variable as 5000 (Five Thousands rupees only) variable linked with your performance and learning curve. We would appreciate your joining on or before **24th March 2022 (Thursday)**. You will be placed with us for a period of 6 months.

You are required to serve 1 month (30 days) notice period when you formally resign from the service of the company. The Company may at its discretion, permit you to adjust the leave accumulated towards part of notice period or you pay up for the notice period in lieu thereof.

For **BigHaat Agro Pvt. Ltd**

Offer Accepted

Name: Muskan Chauhan

Signature: _____

Nukala Sateesh Kumar
Chief Executive Officer


Registrar
The IIMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

BigHaat Agro Private Limited

CIN: U74900KA2015PTC082769

Reg Off. #38, 3A Main, Classic Paradise Layout, Begur, Bangalore-560068

Email : info@bighaat.com



Ref No : MMF/HRD/2021-22/3

Date: 26-Dec-21

NAME : Nankhu Singh

ADDRESS: : Latahar, Jharkhand, India

OFFER OF EMPLOYMENT

This is with reference to your campus Placement interview dated **22-Dec-21** for **Job Placement** in our company and subsequent interview followed by discussions in respect of terms of Employment, wherein both the parties agreed on the following terms and conditions recorded below, post selection you will undergo a training of 2 months at a fixed Stipend of Rs 20,000 per month, after completion of the training you will undergo a written test post clearing the exam you will be placed in the company, your CTC will be **6 lacs** once you join as a full time employee. During Training your designation will be **Management Trainee**.

1. The commencement date of your internship/training is **1-Feb-22**
2. Your internship will be for a fixed period of two months and will end on **31-Mar-22**.
3. That you will be entitled to a stipend of **Rs. 20,000-** per month. No allowance will apply during the internship.
4. That your work location will be Jalandhar (Punjab) as a management trainee, however, the company reserves the right, to change your work base and profile as per the business requirement of the company.
5. That expected working hours will be **9:00AM to 5:30 PM**. The company may change the timing of your working hours as per business requirements on a temporary or permanent basis.
6. Your training will be subject to the terms and conditions as agreed and amended from time to time by the company as outlined in any of its policies, procedures, handbooks, and other relevant documents.
7. That in the course of your internship you may have access to confidential material both in paper and electronic form. On no account should this information be divulged to any unauthorized person. Breaches of confidentiality will be considered to be gross misconduct and may cause the company to terminate your internship offer immediately without notice.
8. That if you want to abandon your internship before its completion, you will have to send a written notice at least 15 days before. You will be relieved only with the consent of the company and you shall complete all the assignments pending with you. In case you leave or abandon your internship, in violation of the above norms you will have to pay 15 days stipend last drawn by you. Whereas, the company reserves all the rights to terminate the internship offer anytime between the offer period without notice.
9. That you will undergo all kinds of Tests/Exams-written, oral or practical during the internship. Unless you pass these Tests and Exams, you will not be declared having completed the training


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10. That you shall not divulge/disclose to any person, company, firm, establishment any knowledge, information, production process, instruments, machinery methods, ideas, etc. concerning the company which you might acquire or come to your notice during the period of your internship or afterward at least for a period of one year.
11. During the internship, you will not take up any other course, study, training assignment, job, or any other kind of vocation or business or Membership of Local/public bodies, part-time or full time, without written permission of the management.
12. That on successful completion of the internship post clearing the test you will be employed as a full term employee with the company and your CTC will be **6 Lacs per annum**.
13. That no formal notice will be given after the expiry of the internship period.
14. Every dispute, difference, or question which may at any time arise between the parties hereto, touching or arising out of or in respect of this agreement (deed) or the subject matter hereof shall be referred to the arbitrator, and one arbitrator can be chosen from a panel of arbitrators named below, which can be appointed by either of/ the parties by giving prior notice. The decision of the arbitrator shall be final and binding on the parties and no appeal shall lie therefrom. The language of the arbitration shall be English and the legal place of arbitration shall be at Jalandhar and all provisions of Arbitration and Conciliation Act 1996 shall apply to the same. The costs of the arbitrator shall be paid by the party in default.

Panel of Arbitrators

S.	Name of the Arbitrator
1	Mr. Kumar Uttam, Advocate
2	Mr. Mahesh Kumar, Advocate
3	Ms. Monica Mittal, Advocate
4	Mr. Inderjit Singh, Advocate
5	Mr. B S Bal, Advocate

If you agree with the above terms and conditions, please sign both copies of this statement, retain one and return the other to the company representative.

ACCEPTANCE: I accept this offer on the terms and conditions stated above, and agree to it:

DATE _____

SIGNATURE _____


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**A Society for Promotion of
Inclusive & Relevant Education**

01st April 2022

**To,
Mr. Nitesh Kumar Samant
Manjhari Block, Jharkhand
UAN No. 101806024877**

Dear Nitesh Kumar Samant,

We are delighted to offer you an appointment in **ASPIRE – West Singhbhum Education Program, Jharkhand**, as **MIS cum Accountant** on following terms and conditions:

1. Appointment

The terms governing this appointment will be effective from **08th April 2022 to 31st March 2023**.

2. Place of Posting

You will be posted as **MIS cum Accountant** in ASPIRE at its office in **Manjhari Block, West Singhbhum District, Jharkhand**. You will report to **Block Incharge**.

3. Service Rules

You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such rules or orders of the organization that may come in force from time to time.

4. Basis of Appointment

Please note that you will be on probation for a period of three months from the date of your joining. On satisfactory completion of the probation period, you will be confirmed for a contractual employment with the organization, which is extendable up to the maximum project duration by the period/s decided by the organization after review of your performance at the end of each contract period. Or else, your services to the organization will stand automatically terminated until you are re-appointed by a fresh contract.

The above terms and conditions and this appointment will be subject to donor approval, statutory requirements and any unforeseen circumstances. With all above on completion of your probation the salary will be revised upto Rs. 25,000/- per month.

5. Duties/Responsibilities

You will have the responsibility for efficient satisfactory and economic operations in the areas of responsibility that may be assigned to you from time to time.

6. Salary and Allowances

Your salary structure will be broken down as follows:

Office Address: B-117, 1st & 2nd Floor, Sarvodaya Enclave, New Delhi – 110 017
Phone: 011- 46516788 Website: www.aspireindia.org.in


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**A Society for Promotion of
Inclusive & Relevant Education**

Particulars	Monthly Salary in INR
Basic Salary	7,429
House Rent Allowance	2,971
Transport/Communication Allowance	1,600
Conveyance Allowance	1,000
Total	13,000
Employer's share of EPF (12% of Basic)	892
Gross Salary	13,892
EPF Deduction (Employer's + Employee's)	1,784
Net Amount	12,108

All Information regarding your salary is confidential and should be not discussed with anyone except H.R and HOD.

The organization will deduct taxes (if applicable) as appropriate and consistent with the Indian Tax Regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

7. Leave

Your entitlement for the leave is one leave per month during the probation period of **(3 months from your date of joining)**. It will be carried forward to the next month, if not taken during the current month. On confirmation you would be entitled to leaves as per the policy.

8. Notice Period

Your Services can be terminated by giving thirty days prior notice before leaving the organisation. However, in the event of your resignation, the organization in its sole discretion will have the option to accept the same and relieve you prior to completion of stipulated notice period without any pay in lieu of the notice period.

9. General

You will observe aims and ideals of ASPIRE as those of a secular, non-sectarian, inclusive and non-government organization.

You may not, without written consent of ASPIRE:

- Engage in any profession, trade or business causing conflict of interest to this contract.
- Accept any remuneration except that payable under this contract

We advise you to please sign a copy of this contract and return it along with the copy of your AADHAR Card, PAN card and bank details.

For ASPIRE,

Vinod Dhyani
H.R. Manager

Registrar
The IHMR University
1, Prabhu Dayal Marg
Near Sangner Airport, Jaipur-302029

Terms & Conditions Accepted.

Nitesh Kumar Samant
Signature



SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - Chairman

Dr.R.V. Ramani - Founder & Managing Trustee

Dr.P.G. Viswanathan Dr.S.R. Rao Dr.S. Balasubramanian Sri.M.N. Padmanabhan Mrs. Seetha Chandrasekar Sri.J.M. Chanrai Sri. Murali Krishnamurthy

6th January 2022

Mr. Ratnesh Kumar

A/130, P.C Colony, Kankarbagh

Patna, Bihar- 800020.

Sub: Offer Letter

Dear Mr. Ratnesh Kumar,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **1st April 2022 to 31st June 2022**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore.**

- You shall be paid a monthly stipend of **Rs. 20,000 /-(Rupees Twenty Thousand Only)** per month.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 40,000 /-(Rupees Forty Thousand Only)** per month and continue to report at **Mission Head Quarters, Coimbatore.**
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Kalyani V, Manager- Human Relations, Sankara Eye Foundation, India** during **Internship period**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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1, Prabhu Dayal Marg
Near Sangner Airport, Jaipur-302029

➤ **SANKARA EYE FOUNDATION, INDIA**

Sankara Eye Hospital, Sathy Road, Sivanandhapuram, Coimbatore - 641 035. INDIA Telefax : 0422 4236789 | Email: seci@sankaraeye.com

COIMBATORE | KRISHNANKOIL | GUNTUR | BANGALORE | SHIMOGA | ANAND | LUDHIANA | KANPUR | JAIPUR | INDORE | PANVEL

On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

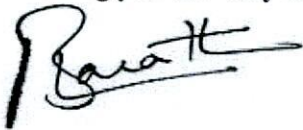
In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.

Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best



Bharath Balasubramaniam

President Sankara Eye Hospital

Kindly acknowledge your acceptance of the terms and conditions by signing this letter and returning a copy at the earliest.



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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Letter of Intent

To

Mr. Sidhant Raj
Po-Kansi, Ps-Simri
District- Darbhanga
847428

Dear Sidhant,

We are pleased to offer you the position of **Project Coordinator at Ranchi Location**, starting on **11/07/2022**. Your monthly salary will be **25,000/- (Twenty Five Thousand Only)**

Please confirm your acceptance by signing below and return a signed copy along with the required documents (ID proof, address proof, educational certificates, and previous employment records) by **[27/06/2022]**.

We look forward to welcoming you to our team!



Soumi Dutta

Designation: Secretary


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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HelpAge India | Fighting isolation, poverty, neglect

Head Office: C-14, Qutab Institutional Area, New Delhi - 110016, Tel.: 011-41688955-56.
Fax: 91-11-26852916. Email: headoffice@helpageindia.org, Website: www.helpageindia.org
Toll Free Elder Helpline: 1800-180-1253. Download the 'HelpAge SOS' App

GOVERNING BODY

Ref: HI/HO/HR/ 440/ 22

7th June, 2022

Mr. Kiran Karnik
Chairperson

Ms. Sonali Kumari
Urjanagar Mahagama
Godda Jharkhand 814154

Ms. Rumjhum Chatterjee
Vice Chairperson

Sub: Offer letter

Mr. Arun Nanda
Hon. Treasurer

Dear Ms.Sonali Kumari,

Reference to your application and subsequent interviews.

Mr. Pramod Bhasin

We are pleased to offer you the position of **Executive – SAVE** based at **Jaipur** the terms and conditions, as mutually discussed and agreed to.

Mr. K.T. Chacko

You are required to report for duties on or before **17th June, 2022** failing which this offer will be treated as cancelled.

Mr. Kaushik Dutta

Mr. J. C. Luther

Your letter of contract will be issued to you upon your joining. You are also requested to bring photocopies of your testimonials i.e. professional & education certificates, date of birth certificate, medical fitness certificate, PAN card, UAN (Universal Account No. of PF from the last employer) a cancelled cheque for bank details, Aadhar card, COVID vaccination certificate, last salary proof, relieving letter from last employer and two photographs at the time of reporting. Please ensure that the name mentioned on Aadhar card is as per testimonial / educational certificates & DOB mentioned on Aadhar is in DDMMYYYY format.

Ms. Gita Nayyar

Ms. Radhika Bharat Ram

Mr. Arun Seth

Please sign the duplicate copy of this letter as a token of your having accepted the offer.

Mr. Rohit Prasad
Chief Executive Officer

With best wishes,



Paromita Thomas
Country Head (HR)


Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

"Working nationwide for the cause & care of the elderly"

Registered as a secular social service society No. S/9270 Under the Societies Registration Act XXI (1860)
Donations to HelpAge India are 50% tax exempt under Section 80G of I.T. Act, 1961

Placements

From: Vandana Choudhary <Vandana.Choudhary@helppageindia.org>
Sent: 04 July 2022 16:38
To: Placements
Cc: Nilesh Nalvaya
Subject: RE: Placement - Ms. Sonali Kumari (MBA RM student)
Attachments: 20220608160810534.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please find attached the offer letter and she is working with us CTC of Rs 3 lakh per annum.

Regards,
Vandana

From: Placements [mailto:placements@iihmr.edu.in]
Sent: 04 July 2022 16:30
To: Vandana Choudhary <Vandana.Choudhary@helppageindia.org>
Cc: Nilesh Nalvaya <Nilesh.Nalvaya@helppageindia.org>
Subject: RE: Placement - Ms. Sonali Kumari (MBA RM student)

Dear Vandana Ma'am,

Thank you so much for considering and selecting our student, Ms. Sonali Kumari (MBA RM student) at your esteemed organization.

Requesting you to kindly share her offer letter and CTC details for our records.

Thank you once again.

Thanks & Regards,

IIHMR UNIVERSITY



Priyanka Peter | Asst. Manager - Placements

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: priyankapeter@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 7742113135 | **P:** +91 141 3924700 (455)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: Vandana Choudhary <Vandana.Choudhary@helppageindia.org>
Sent: 04 July 2022 16:24
To: Placements <placements@iihmr.edu.in>
Cc: Nilesh Nalvaya <Nilesh.Nalvaya@helppageindia.org>
Subject: Placement


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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir/Madam,

This is to confirm you that Ms. Sonali Choudhary from M.B.A (Rural Management) has been selected and working with HelpAge India from 21st June 2022.

Regards,
Vandana



Date: 07/03/2022

To,

Mr. Vikram Sharma
Shakkar Mandori,
Distt. Sirsa, Haryana
125110

Subject: Offer of Employment for the Position of Trainee

Dear Vikram,

On behalf of **Seva Mandir**, we are delighted to offer you full-time employment as a **Trainee**. Your commitment to social change and your professional skills align with our organizational vision of **empowering communities for sustainable development**.

Position Information:

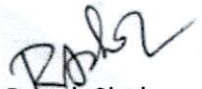
- **Position:** Trainee
- **Location:** Udaipur, Rajasthan
- **Joining Date:** 23/03/2022
- **Probation:** Three (3) months
- **Monthly Compensation:** ₹ 25,000 Per Month during probation

Conditions of Employment:

- You are expected to maintain a high level of integrity, respect community sensitivities, and work collaboratively with field teams.
- You will be eligible for benefits as per Seva Mandir's HR policy, and required to follow all workplace guidelines.
- During probation, the employment can be terminated by either party with one week's notice. Post-confirmation, a one-month notice is required.

We look forward to your contributions toward building resilient and self-reliant communities.

Please confirm your acceptance by signing and returning this letter.


Ronak Shah
Chief Executive


Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganeer Airport, Jaipur-302029