

MOHAMED SATHAK A J COLLEGE OF ENGINEERING, Chennai - 603103

ON CAMPUS PLACEMENT DETAILS

Department: Training and Placement

Date: 25-03-2024

Academic year: 2023-2024

Year: Final Year

S. No.	Name of student	Organization	Designation	Salary
1	Aysha Thaslim	Faceprep	Associate Trainer	3.06 LPA
2	Mohamed Rasith M	Faceprep	Associate Trainer	3.06 LPA
3	Aishwariya R	Faceprep	Associate Trainer	3.06 LPA
4	Poosathish Kumar M	Faceprep	Associate Trainer	3.06 LPA
5	Umar Jaffar Ali A	Faceprep	Associate Trainer	3.06 LPA
6	Vishal A	Faceprep	Associate Trainer	3.06 LPA
		Botree Internatinal Software PVT Ltd	Software Developer	3.5 LPA
7	Abinaya K	Botree Internatinal Software PVT Ltd	Software Developer	3.5 LPA
		Digital EPCS (Seval Software Solution)	Trainee	2.4LPA
8	Abrar Musharaf	Botree Internatinal Software	Software	3.5 LPA
9	Imam Jaffar	Botree Internatinal Software	Software	3.5 LPA
10	Vasumathi A	Botree Internatinal Software	Software	3.5 LPA
11	Imran R	Qspider	Trainee	NA
12	Syed Abbas Ali J	Qspider	Trainee	NA
13	Raffiq Sherrif S	Qspider	Trainee	NA
14	Taaha Mafaaz Ahmed	Qspider	Trainee	NA
15	K Sharukh Fakrukdeen	Qspider	Trainee	NA
16	Sahik Abdullah	Qspider	Trainee	NA

*Enclose appointment order copy

Students passed	Placement eligible	Placed	% placed
66	66	25	38

Copy to the:
IQAC, Head of the Department
Format No.: PLA 07

Rev.No.: 01


 Head- Training & Placement

Rev.Date: 04.01.24
 PRINCIPAL
 MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
 34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
 Chennai-603 103.

MOHAMED SATHAK A J COLLEGE OF ENGINEERING, Chennai - 603103

OFF CAMPUS PLACEMENT DETAILS

Department: Training and Placement

Date: 25-03-2024

Academic year: 2023-2024

Year: Final Year

S. No.	Name of student	Organization	Designation	Salary
1	Imran R	Tech Iera Innovations Pvt Ltd	Video Editor / Graphics Designer	1.8 LPA
		Behindwoods	Production Manager	3.5 LPA
2	Umar Jaffar Ali A	ThinkHealth Care	Executive Trainee	1.8 LPA
3	Harishankar V	Sutherland	Trainee	2.4 LPA
4	Basharathullah	Numeric UPS	GET	1.8 LPA
5	Mohamed Mukshith	Numeric UPS	GET	1.8 LPA
6	Madhivanan K	Numeric UPS	GET	1.8 LPA
7	Aflal Ahamed	Numeric UPS	GET	1.8 LPA
8	Nirmal Kumar	Numeric UPS	GET	1.8 LPA
9	Kishore	Numeric UPS	GET	1.8 LPA
10	Amudeshwaran	Numeric UPS	GET	1.8 LPA
11	Muzammilhaq	Sodexo	Trainee	2.4 LPA

*Enclose appointment order copy

Students passed	Placement eligible	Placed	% placed
66	66	25	38


Head-Training & Placement

Copy to the:
IQAC, Head of the Department

Format No.: PLA 08

Rev.No.: 01

Rev.Date: 04/01/24


MOHAMED SATHAK A.J. COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.



Think Health Diagnostics Pvt Ltd
No.5/A3 Third Cross Road, Sooda IT Park, Siruseri
Chennai - 603103

THC/HR/Offer/23-24/86

Date: 12.02.2024

Contract Engagement Letter

Dear Mr. Umar Jaffer Ali A (C1263)

With reference to your application and subsequent interview you had with us, we have pleasure in welcoming you to M/s. **Think Health Diagnostics Pvt Ltd** (the "Company") as " **Executive Trainee - Customer Support**" with effect from **12.02.2024** (the "Effective Date") on the terms and conditions detailed herein below. Such position and title information are descriptive and are not intended to limit your duties and functions and the Company may, in its sole discretion, change your designation depending upon work assignments from time to time. Please do note that the engagement is subject to confirmation only on submission of proof of your date of birth as well as certificates and testimonials in support of your qualifications and experience. It is understood that our decision to engage you is based on information given by you in the application and during the time of the interview you had with us. If, at a later date, the information is found to be incorrect, this engagement is liable to be terminated, without any notice or salary in lieu of such notice or compensation.

This engagement shall be for a period of 12 (twelve) months from the Effective Date. Notwithstanding anything contained herein, your engagement will be subject to termination by the Company at any time by giving 15 (fifteen) days' prior written notice, with or without assigning any reason whatsoever.

PLACE OF WORK

You will be currently posted at **Chennai** and reporting to **Operations Manager**. However, at the sole discretion of the Management, you may be transferred to any other establishment, department, business, Location or operations of the Company where your services are required. The Company may also depute you to any work or assign your services to any associate Company, branch, office, other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement, without any additional remuneration.

FEES

You will receive monthly fees as attached in **Annexure – I**.

You shall not be entitled to any payment, remuneration, compensation, benefit or perquisite other than that expressly provided for herein and/or as per the Company guidelines and policies. All payments are subject to the laws and rules relating to the deduction of taxes, as existing from time to time, and any tax liability other than withholding taxes arising in respect of payments made pursuant to your engagement or income earned by you shall be borne solely by you.

Accepted and Signed by :


PRINCIPAL
MOHAMED SATHAK A.J. COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603103.

Page 1 of 8



Founded in 2017, Chennai-based **Think Health Care** [www.thinkhealthcare.in] has been making a name for itself in the home healthcare ecosystem in India. Think Health Care is a home healthcare aggregator platform that integrates several health services like doctor appointments, home health services, remote monitoring services, laboratory, pharmacy, medical equipment, telehealth, and ambulatory support. We are focused to remain a B2B player with no conflict of interest, to retain our identity as the preferred partner as we offer the most critical "data Integrity" as the core part of our service.

Today, when most of the Healthcare online marketplace, Hospitals, and Labs are looking for outsourcing opportunities for their logistics requirement, we at Think Health Care constantly strive to be an extended hand by providing organized healthcare logistics solutions.

Job Description of Customer Support Executive

1. **Job Title: Customer Support Executive**
2. **Industry: Health care Industry**
3. **Desired Qualification: -**
 - Any Degree / Diploma
 - Excellent interpersonal and written and oral communication skills.
 - Basic Computer skills.
4. **Desired skill set: -**
 - Fluent in Communication (Hindi, English, Tamil)
 - Adaptable, Flexible, Team Player, Passionate, committed.
 - Overseeing the customer service process.
 - Resolving customer complaints
 - Conducting quality assurance feedback with customers.
 - Adept in service industry to enhance customer support.
 - Maintaining a pleasant working environment
5. **Salary: - Rs.12000 per month Net take home [for Freshers]**
6. **Working Hours: - 11 30 am to 7 30 pm**
7. **Job Location:-**
Address: - 5/5A, Sipcot IT Park, 3rd Cross Road, Siruseri, Chennai, Tamil Nadu 603 103.

Mail your resume at:-
sabina.ansari@thinkhealthcare.in

A handwritten signature in green ink, appearing to read "Mohamed Sathak A.J.", with a horizontal line extending to the right.

PRINCIPAL
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THC/HR/Offer/23-24/87

Date: 12.02.2024

Contract Engagement Letter

Dear Mr. Syed Mohammed Sufiyan S (C1264)

With reference to your application and subsequent interview you had with us, we have pleasure in welcoming you to M/s. Think Health Diagnostics Pvt Ltd (the "Company") as "Executive Trainee - Customer Support" with effect from 12.02.2024 (the "Effective Date") on the terms and conditions detailed herein below. Such position and title information are descriptive and are not intended to limit your duties and functions and the Company may, in its sole discretion, change your designation depending upon work assignments from time to time. Please do note that the engagement is subject to confirmation only on submission of proof of your date of birth as well as certificates and testimonials in support of your qualifications and experience. It is understood that our decision to engage you is based on information given by you in the application and during the time of the interview you had with us. If, at a later date, the information is found to be incorrect, this engagement is liable to be terminated, without any notice or salary in lieu of such notice or compensation.

This engagement shall be for a period of 12 (twelve) months from the Effective Date. Notwithstanding anything contained herein, your engagement will be subject to termination by the Company at any time by giving 15 (fifteen) days' prior written notice, with or without assigning any reason whatsoever.

PLACE OF WORK

You will be currently posted at Chennai and reporting to Operations Manager. However, at the sole discretion of the Management, you may be transferred to any other establishment, department, business, Location or operations of the Company where your services are required. The Company may also depute you to any work or assign your services to any associate Company, branch, office, other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement, without any additional remuneration.

FEES

You will receive monthly fees as attached in Annexure – I.

You shall not be entitled to any payment, remuneration, compensation, benefit or perquisite other than that expressly provided for herein and/or as per the Company guidelines and policies. All payments are subject to the laws and rules relating to the deduction of taxes, as existing from time to time, and any tax liability other than withholding taxes arising in respect of payments made pursuant to your engagement or income earned by you shall be borne solely by you.

Accepted and Signed by :

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Page 1 of 8

ETHICS & LOYALTY

In order to enable the Company to conduct its business effectively and to guarantee the impartiality of services rendered, the highest standards of loyalty and ethics must be maintained by you. Accordingly, as a consultant with technical expertise, you must not have any personal interests which may conflict with the interests of the Company.

You are expected to work with high standards of initiative, efficiency and economy in a professional manner. You shall perform, observe and confirm, faithfully and loyally and to the best of your abilities, the duties assigned to you and all directions and instructions given to you and regulations made by the Company, and shall devote all your attention, knowledge and experience and give your best efforts, skills and abilities to diligently and efficiently serve and promote the business and interests of the Company in a professional manner and shall act honestly, reasonably and in the best interests of the Company.

You shall not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous written approval of the Company.

NON-COMPETE & NON-SOLICITATION

During your association with the Company and for subsequent two years from the date of termination of agreement with the Company, you shall not, directly or indirectly, own, manage, operate, control, enable (whether by license, sublicense, assignment or otherwise) or otherwise engage or participate in the business or business similar to that of the Company and/or its affiliates or subsidiaries, at the relevant time or be connected as an employee, representative, guarantor or advisor of, or consultant to, any corporation, limited liability company, partnership or other entity that, directly or indirectly, presently engages in the business of the Company or otherwise competes with the business in which the Company or its affiliates is presently involved or becomes involved while your contract agreement is in effect or engage in any other activities that may conflict with your obligations to the Company.

As a consultant of the Company, you shall not directly or indirectly on your own account or through your nominee or as agent, employee, officer, director, consultant, or shareholder or equity owner of any other person:

- (i) solicit for employment or employ, or assist any other person to solicit for employment or employ, any individual who is engaged in employment with the Company; or solicit, or assist any other person to solicit, any current customer client, business partner or account of the Company, without the prior consent of the Company;
- (ii) through any of your nominees, solicit, cause in any part or knowingly encourage any than existing; or erstwhile clients of the Company to cease doing business in whole or

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34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
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Page 2 of 8



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- in part with the Company, or solicit, cause in any part or knowingly encourage any than existing clients of the Company to do business with any other person other than the Company, or yourself, deal with such clients;
- (iii) solicit or attempt to influence any person employed or engaged by the Company or any employee, director or consultant with respect to whom less than 1 (one) year has expired from the date of termination/expiration of their respective contracts with the Company to terminate or otherwise cease such employment or engagement with the Company or hire any person who was employed or engaged by the Company at any time during your employment with the Company.

DISCIPLINE

The Company shall have the right to summarily and without notice terminate your engagement, should you be found guilty at any time of neglect, insubordination or breach of any on your terms of engagement, or should you commit any act, which in the sole opinion of the Company, is or is likely to be detrimental to its interests or subversive of discipline or is inconsistent with your terms and conditions of engagement, whether expressed or implied.

Notwithstanding anything contained herein, your agreement may be terminated forthwith without any notice or compensation in the following cases:

- a) Disobedience and / or failure to perform the tasks entrusted to you;
- b) Voluntary failure, misconduct, sabotage or acts of violence;
- c) Possession of property believed to have been stolen;
- d) Misuse of the Company's equipment, including but not limited to misuse of computers internet, unless required to do so within your allotted duties;
- e) Drug trafficking and /or drug addiction;
- f) Unlawful and / or unauthorized trafficking in currency;
- g) Intoxication while on duty;
- h) Bribery;
- i) Disclosure of confidential or proprietary information of the Company;
- j) Conduct which is inconsistent with the due and faithful discharge of duties, or habitual neglect of duties;
- k) Breach of any fiduciary duty, gross negligence, or willful misconduct with respect to the Company in connection with the performance duties;
- l) Any other lawful reason for dismissal in consequence of a serious cause and in general any act that would harm the reputation of the Company and /or its associates / affiliates;
- m) Breach of the terms and conditions of engagement;

Accepted and Signed by :


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34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103. Page 3 of 8



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Chennai - 603103

documents, samples, devices, products, equipment, and other materials, including copies in whatever form and translations into any other language and intellectual property, relating to the business of the Company.

All Confidential Information shall be solely and absolutely vested in and owned by the Company and you shall not have or claim any right, title or interest therein.

Upon the termination of your agreement, or at any time upon the request of the Company, you shall immediately return and surrender to the Company any Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs and any other storage devices and any other knowledge databases that came into your possession during the course of your engagement with the Company and shall not retain any copy thereof in any form whatsoever.

These provisions pertaining to confidentiality shall continue to apply after the termination of your engagement with the Company, and shall cease to apply only with respect to information or knowledge which may come into the public domain for any reason not attributable to you.

INTELLECTUAL PROPERTY

Any document (including designs, drawings, photographs, plans, computer programs or systems, and records) written, made, devised or acquired by you in the course of your engagement hereunder shall be the property of the Company. You shall, during the entire term of your engagement, promptly and fully disclose and hand over to the Company any and all such information and other materials, and you acknowledge that these shall remain forever as the exclusive property of the Company.

You shall, if required by the Company, at any time during the term of your engagement or at any time after the termination of your engagement, assign and transfer in favor of the Company or, at the request of the Company, in favor of any of its subsidiaries or affiliates, all intellectual property rights in the information developed by you and shall execute all such deeds and documents, as the Company may require, to effectually vest in the Company or its subsidiaries/affiliates as the Company may require, any and all intellectual property rights and benefits in such information.

INFORMATION AND COMMUNICATIONS TECHNOLOGY

You comply with the Company's policies on use of telecommunication and information technology equipment, including without prejudice, telephones mail, internet access facilities and computers. Unauthorized access, use of, or tampering with computers or other information technology equipment, using unauthorized third-party hardware or software to interact with the

Accepted and Signed by :

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MOHAMED SATHAK A.J. COLLEGE OF ENGINEERING
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Page 5 of 8



Think Health Diagnostics Pvt Ltd
No.5/A5, Third Cross Road, Sipcot IT Park, Siruseri,
Chennai - 603103

Company's information technology infrastructure, or assisting or permitting any such unauthorized action will be regarded as serious misconduct and may lead to immediate termination

UNDERSTANDING OF ENGAGEMENT

This letter of engagement is in the English language. You are expected to understand the contents thereof by translating the same into your local language, if required.

NOTICES

All notices and other communications between the Company and you shall be in writing and shall be deemed given if delivered personally, faxed (where applicable), sent by internationally-recognized courier or mailed by registered or E mail (return receipt requested), postage prepaid. Any such notice or communication shall be deemed to have been delivered and received (i) in the case of personal delivery, internationally recognized courier or mail, on the date of such delivery; and (ii) in the case of fax, on the date sent if confirmation of receipt is received and such notice is also promptly mailed by registered or E mail (return receipt requested).

MISCELLANEOUS

Governing Law: The terms and conditions of your engagement as contained herein shall be interpreted and construed under and in accordance with the laws of India, and the courts at Chennai, Tamil Nadu shall have exclusive jurisdiction to entertain disputes arising out of or in connection with your engagement.

Entire Agreement: The terms and conditions contained herein embodies the entire terms and conditions relating to the subject matter hereof and supersedes all previous agreements or arrangements, whether written or oral, relating to the subject matter hereof.

Severability: If any provision of this letter of engagement is held to be illegal, invalid, or unenforceable under any present or future law, such provision shall be fully severable and this letter of engagement shall be construed and enforced as if such illegal, invalid, or unenforceable provision were never a part hereof.

Waiver: No waiver of any default, misrepresentation or breach of a warranty or covenant hereunder, whether intentional or not, shall be deemed to extend to any prior or subsequent default, misrepresentation or breach of a warranty or covenant hereunder or affect in any way any rights arising by virtue of any prior or subsequent occurrence. No failure or delay in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege. The rights and remedies herein provided shall

Accepted and Signed by :


PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING Page 6 of 8
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Chennai - 603103

be cumulative and not exclusive of any rights or remedies provided under applicable law.
Remedy for Breach: The Company shall be entitled to damages in the event of any breach by you of the terms and conditions contained in this letter of engagement.

Kindly return to us the enclosed duplicate copy of this letter of engagement duly signed by you in token of your unconditional confirmation and acceptance of the above terms and conditions.

Wishing you all the best in the discharge of your responsibilities.

Enclosures:

Annexure A (Fee Breakup Attached)

Please submit soft copies of the following documents via email and during joining formality

- ✓ All Educational Certificates including SSLC, 10+2, graduation, post-graduation or any other professional certifications.
- ✓ Experience Certificates for the previous employment till date.
- ✓ PAN copy
- ✓ Address Proof (Aadhaar / Ration Card /Driving License).
- ✓ Digital Photo.
- ✓ Bank Pass Book Copy.

For Think Health Diagnostics Pvt Ltd.,

Syed Alim Murdaja B
Vice president - HR

PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
54/10th Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103

I confirm that I have read this letter, of which I have retained a copy, that I understand my obligations, that I agree to meet them and understand the consequences.

Signature with Date:

Name

Annexure – I

Name : Mr. Syed Mohammed Sufiyan S (C1264)
Designation : Executive Trainee - Customer Support

Consulting Fee Break up		
Earnings	Monthly	Annually
Gross Payment*	15000	180000

*TDS @ 2% will be recovered as per Income Tax provisions.

For Think Health Diagnostics Pvt Ltd.,



Syed Alim Murdaja B
Vice president - HR



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Annexure I: Annual Compensation Structure				
Name	Mr. pradeep	Mr. Kumar M	Position & Department	Associate Trainer
#			Components of Total Fixed Pay	Per Annum (in INR)
1			Basic Pay	2,52,012/-
2			Gratuity Allowance	18,000/-
3			Total Fixed Pay per annum	2,70,012/-
4			Variable Linked Pay (Maximum)	35,988/-
			Total Cost to Company	3,06,000/-

Notes: *Associates will be covered under the company group accidental policy for Life Cover(Rs.10,00,000). The premium for the same will be borne by the company.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt. Ltd

Arumugam N Vadivelu
Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

I hereby confirm my acceptance of the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance



PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.

July 17, 2023

Mr poosathishkumar M
poosathishkumar@gmail.com
Candidate Id: CN20231603

Dear poosathishkumar M,

Further to our interaction with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division**.

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with your position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to Mr. Arun M (Managing Manager) or anyone whom he may depute. Your date of joining will be **17th July 2023**. Your base location will be **Chennai**.

The period from your joining to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.13,000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 2,500/-** (Incase if you are not a permanent resident of Chennai). Your notice period during this period is 15 days. Your performance during the internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-**. The breakdown of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as travel and food will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible but no later than **5 days** from the date of offer.

We look forward to your joining our company and are confident that you will play a key role in our company's expansion.


PRINCIPAL
MOHAMED SATHAK A.J. COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.

July 17, 2023

Mr VISHAL A

vishalok07@gmail.com

Candidate Id: CN20231600

Dear VISHALA,

Further to our interest in you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division**.

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were discussed during your interviews, you shall perform such other duties as are customarily associated with the position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to Mr. Anand (Training Manager) or anyone whom he may depute. Your date of joining will be **17th July 2023**. Your base location will be **Chennai**.

The period from your joining to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.4000/-** out of which **Rs.2000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 2,500/-** (Incase if you are not a permanent resident of **Chennai**). Your notice period during this period is **15 days**. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-**. The breakdown of CTC is provided in Annexure I. In addition, all expenses incurred for official purposes such as travel will be reimbursed as per company policy.

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Annexure I: Annual Compensation Structure			
Name	Mr VISHNUPRAKASH	Position & Department	Associate Trainer
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

Notes: *Associates will be covered under the company group accidental policy for Life Cover Rs.10,00,000). The premium for the same will be borne by the company.

Thank you
 Yours sincerely
 For Focus 4 – D Career Education Pvt Ltd.


Arumugam N Vadivelu
 HR Business Partner


 PRINCIPAL
 MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
 34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
 Chennai-603 103.

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance



Annexure I: Annual Compensation Structure			
Name	Mr MOHAMED RASITH M	Position & Department	Associate Trainer
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

Notes: *Associates will be covered under the company group accidental policy for Life Cover(Rs.10,00,000). The premium for the same will be borne by the company.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd.



Arumugam N Vadivelu
HR Business Partner

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I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance



PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.



A Unit of Focus 4D Career Education Pvt. Ltd

July 17, 2023

Mr MOHAMED RASITH M
rasithmohamed2003@gmail.com
om
Candidate Id: CN20231602

Dear MOHAMED RASITH M,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development** Division.

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to Mr. Arun M (Training Manager) or anyone whom he may depute. Your date of joining will be **17th July 2023**. Your base location will be **Chennai**.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. In addition, you will be provided with other allowance up to Rs.1500/- and rent allowance of Rs. 2,500/- (Incase if you are not a permanent resident of Chennai). Your notice period during this period is 15 days. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

PRINICIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.

July 17, 2023

Mr UMAR JAFFER ALI A
umarjafferali115@gmail.com
Candidate Id: CN20231604

Dear UMAR JAFFER ALI A,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division**.

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to **Mr. Arun M (Training Manager)** or anyone whom he may depute. Your date of joining will be **17th July 2023**. Your base location will be **Chennai**.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 2,500/-** (Incase if you are not a permanent resident of **Chennai**). Your notice period during this period is 15 days. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

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PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.

Annexure I: Annual Compensation Structure

Name	Mr UMAR JAFFER ALI A	Position & Department	Associate Trainer
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	Total Fixed Pay per annum		2,70,012/-
4	Annual Performance Linked Pay (Maximum)		35,988/-
	Total Cost to Company		3,06,000/-

Notes: *Associates will be covered under the company group accidental policy for Life Cover Rs.10,00,000). The premium for the same will be borne by the company.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd.


Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance


PRINCIPAL
MOHAMED SATHAK A.J. COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.