

**OL No: TN1261****5 March 2022**Dear **RUBHASHREE.E.**,

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with **TEACHNOOK** you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Training Date: **15 March 2022 to 24 March 2022**OJT Start Date: **25 March 2022**OJT End Date: **24 July 2022**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **4 to 6 LPA ( Based on the performance)**

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on or before **15 March 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

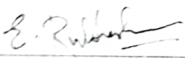
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**Training Policy**

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons, you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE:   
(Candidate's Signature)

DATE: 13/03/2022

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**ANNEXURE**

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

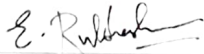
- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- Negative RT-PCR Report is mandatory. It should not be older than 48 hours (Even if you are fully vaccinated).

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving License/ PAN Card)

**NOTE:**

{The document/ID Card will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document.}

SIGNATURE: \_\_\_\_\_



(Candidate's Signature)

DATE: **13/03/2022**