

MISPL/HR/OFF/2023/384

October 10, 2023

Employment Offer Letter
(CONFIDENTIAL)

Dear **Shreya S Shetty**,

We are pleased to offer you the position of **Quality Assurance Engineer - Intern** with Mangalore Infotech Solutions Private Limited (the "Company") subject to your fulfilling the below mentioned terms and conditions (the "Offer"), referred to as the "Agreement".

This Offer is valid for five business days from the date of its issue. Your employment with the Company will be subject to your acceptance of the Offer within the aforesaid time period.

1. Internship Period

You are expected to undergo an internship period of six months which will commence on February 1, 2024. On successful completion of your internship period, your services can be confirmed with the Company subject to your performance during the aforesaid internship period as well as the business requirement.

2. Appointment Letter

You will be issued a letter of appointment on the date of your joining the Company post completion of the required joining formalities.

3. Compensation

During the internship period, you will be entitled to a monthly stipend of **INR 18,000/-** excluding statutory considerations such as Provident Fund and Gratuity.

4. Hours of Work

You are expected to follow the normal working hours as mentioned in the Company policy. However, the same can be subject to change depending on the business requirements of the specific team(s) or project(s) with which you are associated. You will receive a formal communication in case of any modification in your working hours during the course of your employment with the organization.

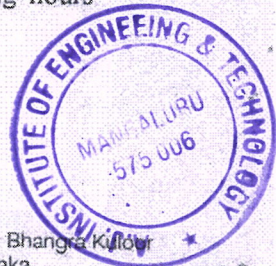

Principal

A.J. Institute of Engineering & Technology

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GSTIN : 29AAECM1102G1ZX
PAN : AAECM1102G

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5. Leave

You will be entitled to leave as per the Company's Leave Policy.

6. Confidential Information

During your period of internship, you will have access to highly confidential information about the Company. Even the work done by you for the Company is highly confidential. You are required to execute a Confidentiality Agreement for the protection of such confidential information. Your employment is, therefore, subject to and conditional upon your signing the Confidentiality Agreement at the time of joining and complying with the terms thereof, at all times.

7. Outside Activities and Conflict of Interest

You shall exclusively, diligently, and loyally devote your professional skills, time, energy, and best efforts towards the business of the Company. You shall not be engaged in any other profession for remuneration (part-time or otherwise) or be associated as a professional in an advisory capacity, assume any public office, honorary or remunerative, or be interested directly or indirectly (except as shareholders or debenture holders) in any other trade or business, during your Employment Period with the Company without the prior formal permission from the Company. You shall also not engage in activities that could result in a conflict of interest with the Company. You shall be required to immediately disclose to the Company any situation leading to a conflict of interest or potential conflict of interest with the Company.

8. Notice Period

In the event of your formal resignation from the services of the organization during your internship period, a notice period of one month will be applicable to you. Prior to your last working day in the organization, you are expected to hand over all intellectual as well as non-intellectual properties belonging to the organization in your possession to your Reporting Manager and other associated departmental heads.

9. Transfer

During your period of internship with the Company, the Company at any point of time, in its sole discretion, may transfer or depute you to any other department.



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10. Address and Communication

You shall keep the Company informed of your present postal address at all times and intimate the Company in writing in case of a change of address. Any communication sent by the Company to your last known address shall be deemed to be duly served notwithstanding the fact that you may have changed your address.

For Mangalore Infotech Solutions Pvt. Ltd.




Prashanth Shenoy Katpady
Director

Acceptance of Offer

I hereby confirm that I have read and accepted the offer of employment and agree to abide by the terms and conditions set forth herein. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this Offer.

Name : Shreya S Shetty

Signature : 

Date : 12/10/2023



Principal

