Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257251058/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. M Afra,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click Here or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257251058/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20267987915/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. Agnipriya B,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257244273/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. Angel J,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

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For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257254959/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Aravinth Suresh,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20267985823/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. K Bhuvaneshwari,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20267985823/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257240821/Chennai/BPS/BTN
Date:19/12/2025

Dear Ms. Yazhini R,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257240821/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257240869/Chennai/BPS/BTN
Date:19/12/2025

Dear Ms. Thanu Sri S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20267986360/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Gnaneswaran K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257240822/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Kabilan V,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257250926/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. Kowshika S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click Here or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257250926/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20267709221/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. Madhumitha Senthil,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20267709221/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
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Corporate Identification No. (CIN): L22210MH1995PLC084781

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257240823/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Manishanth M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257240823/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257251698/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Mohamed Riswan M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Acceptance of TCS Offer Letter

1 message

TCS Recruitment - Entry Level <recruitment.entrylevel@tcs.com> Mon, Mar 23, 2026 at 2:00 PM
Reply-to: recruitment.entrylevel@tcs.com
To: mohanapriya0683@gmail.com

Dear MOHANAPRIYA S,,
Thank you for accepting our offer of employment.

We look forward to having you on-board Team TCS

Warm Regards,
Talent Acquisition Group
TATA Consultancy Services

=====-----=====-----=====
Notice: The information contained in this e-mail message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments. Thank you

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257253366/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Noufal M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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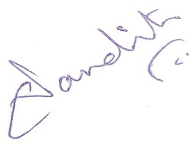
Yours Sincerely,

For **Tata Consultancy Services Limited.**



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257253366/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257241375/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. Prasanya K,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257241375/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257256696/Chennai/BPS/BTN
Date:22/03/2026

Dear Ms. Ramya S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Corporate Identification No. (CIN): L22210MH1995PLC084781

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257289861/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Santhosh M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257289861/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

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Corporate Identification No. (CIN): L22210MH1995PLC084781

Gmail

Saravanan S <saravxnan@gmail.com>

Acceptance of TCS Offer Letter

TCS Recruitment - Entry Level <recruitment.entrylevel@tcs.com> Wed, 24 Dec 2025 at 5:36 PM
Reply to: <recruitment.entrylevel@tcs.com>
To: <saravxnan@gmail.com>

Dear S Saravanan,,
Thank you for accepting our offer of employment.

We look forward to having you on-board Team TCS

Warm Regards,
Talent Acquisition Group
TATA Consultancy Services

=====-----=====-----=====
Notice: The information contained in this e-mail message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments. Thank you

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20267722576/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Sriram V,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

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ANNEXURE 1

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Signature:

Name:

Date:

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Corporate Identification No. (CIN): L22210MH1995PLC084781

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257240828/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Subash M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click Here or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257240828/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Acceptance of TCS Offer Letter

1 message

TCS Recruitment - Entry Level <recruitment.entrylevel@tcs.com> Wed, Dec 24, 2025 at 5:27 PM
Reply-to: recruitment.entrylevel@tcs.com
To: sutharsanselvaraj31@gmail.com

Dear Sutharsan S,,
Thank you for accepting our offer of employment.

We look forward to having you on-board Team TCS

Warm Regards,
Talent Acquisition Group
TATA Consultancy Services

=====-----=====-----=====
Notice: The information contained in this e-mail message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments. Thank you

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257303794/Chennai/BPS/BTN
Date:22/03/2026

Dear Mr. Vijay S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

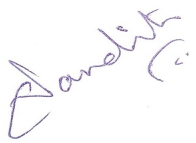
Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**



Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click Here or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257303794/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:45 PM
To: Kalaikrishnan50@gmail.com <Kalaikrishnan50@gmail.com>

Dear Kalaivani K,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

https://static.wixstatic.com/media/3ad21c_25d1185eb378464ba083c6ccbe35bd6e~mv2.png/v1/fill/w_165,h_49,al_c,q_85,usm_0.66_1.00_0.01,enc_auto/TVS-TS---Logo.png

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

https://attendance.tvses.org:8443/images/tvstsimage/Facebook.png https://attendance.tvses.org:8443/images/tvstsimage/linkedin.png https://attendance.tvses.org:8443/images/tvstsimage/Pin.png https://attendance.tvses.org:8443/images/tvstsimage/instagram.png https://attendance.tvses.org:8443/images/tvstsimage/Xlogo.png https://attendance.tvses.org:8443/images/tvstsimage/Youtube.png

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:47 pm
To: karthika7687@gmail.com <karthika7687@gmail.com>

Dear Karthika N,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:47 pm
To: karthika7687@gmail.com <karthika7687@gmail.com>

Dear Karthika N,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 13:48
To: kavindqkavindq@gmail.com <kavindqkavindq@gmail.com>

Dear M Kavin Santhosh,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Kavin 7 <kavindqkavindq@gmail.com> Sat, 10 Jan, 2026 at 10:17
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

M.kavin santhosh
Sree Saraswathi Thyagaraja College
6382073565

2 attachments

Screenshot_20260109_151648_One Read.jpg
396 KB

name.PDF
2.3 MB

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:48 pm
To: kavi89210@gmail.com <kavi89210@gmail.com>

Dear Kaviprakash N,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Kaviya Kaviya kowsi <kaviyakaviyakowsi@gmail.com> Fri, Jan 9, 2026 at 5:04 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

On Fri, Jan 9, 2026, 4:47 PM Kaviya Kaviya kowsi <kaviyakaviyakowsi@gmail.com> wrote:

> On Fri, Jan 9, 2026, 4:46 PM Kaviya Kaviya kowsi <kaviyakaviyakowsi@gmail.com> wrote:
>
> > On Fri, Jan 9, 2026, 1:50 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:
> >
> > > Dear Kaviya K,
> > >
> > > You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
> > >
> > > Please reply to this email with your resume and e-adhaar immediately for further process.
> > >
> > > Training Centre Address: TVS Training and Services Ltd.,
> > >
> > > Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
> > >
> > > Chennai – 600058
> > >
> > > Landmark: Opp. to Kochhar Apartments
> > >
> > > Contact: 9566262154
> > >
> > > Documents Required:
> > >
> > > 1. 4 passport size photo
> > > 2. Bank passbook first page(Xerox)
> > > 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> > > 4. 12th Certificate(Original and xerox)
> > >
> > > Thanks & Regards
> > >
> > > Siva Subramania Raja V
> > > Assistant Manager – Sourcing
> > > TVS Training & Services
> > > Plot No.61, Reddy Street,
> > > Athipattu Vanagaram Main Road,
> > > Ambattur Industrial Estate,
> > > Chennai - 600058
> > > Landmark: Near Krishnan Temple
> > >
> > > Contact
> > > 9566262154
> > > 044-26136600
> > > siva@tvsts.com
> > > www.tvsts.com
> > >
> > > 8 attachments
> > > image002.png
> > > 3 KB
> > > image004.png
> > > 4 KB
> > > image001.png
> > > 22 KB

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:47 pm
To: kirubanandhamskiruba@gmail.com <kirubanandhamskiruba@gmail.com>

Dear Kirubanandham,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:50 pm
To: km22042006@gmail.com <km22042006@gmail.com>

Dear Krishnamoorthi,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Sat, 10 Jan, 2026 at 8:53 am
To: Linda Mary Powlose <marylindamary06@gmail.com>

Noted.

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

From: Linda Mary Powlose <marylindamary06@gmail.com>
Sent: 10 January 2026 08:53 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>
Subject: Re: Congratulations! You have been shortlisted - TVS TS

On Sat, 10 Jan, 2026, 8:50 am Linda Mary Powlose, <marylindamary06@gmail.com> wrote:

> On Fri, 9 Jan, 2026, 1:49 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:
>
> > Dear Linda Mary P,
> >
> > You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
> >
> > **Please reply to this email with your resume and e-adhaar immediately for further process.**
> >
> > Training Centre Address: TVS Training and Services Ltd.,
> >
> > Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
> >
> > Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Mon, Jan 12, 2026 at 1:58 PM
To: logexx47@gmail.com <logexx47@gmail.com>

Dear Logesh K,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 719A, 719B,719C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:51 PM
To: logeshwaranl131@gmail.com <logeshwaranl131@gmail.com>

Dear Logeswaran P,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Logeshwaran Logeshwaran <logeshwaranl131@gmail.com> Sat, Jan 10, 2026 at 11:35 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

On Fri, 9 Jan, 2026, 1:51 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Logeswaran P,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
>
> Chennai – 600058
>
> Landmark: Opp. to Kochhar Apartments
>
> **Contact: 9566262154**
>
> Documents Required:
>
> 1. 4 passport size photo
> 2. Bank passbook first page(Xerox)
> 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID

4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

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10 attachments

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- image003.png 3 KB
- image004.png 4 KB
- image005.png 4 KB
- image006.png 3 KB
- image007.png 2 KB
- 1000317632.jpg 316 KB

1000317627.jpg
515 KB

1000317631.jpg
263 KB

Gmail

Santhosh Santhosh <santhosh20041109@gmail.com>

Congratulations! You have been shortlisted - TVS TS

5 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan at 1:48 PM
To: santhosh20041109@gmail.com <santhosh20041109@gmail.com>

Dear Santhosh M,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Santhosh Santhosh <santhosh20041109@gmail.com> Sat, 10 Jan at 10:26 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

I accept the offer.
[Quoted text hidden]

Congratulations! You have been shortlisted - TVS TS

10 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:50 pm
To: madhusriveeramani182@gmail.com <madhusriveeramani182@gmail.com>

Dear Madhusri V,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

7 attachments

- **image001.png** 22 KB
- **image002.png** 3 KB
- **image003.png** 3 KB
- **image004.png** 4 KB
- **image005.png** 4 KB
- **image006.png** 3 KB
- **image007.png** 2 KB

Madhusri Veeramani <madhusriveeramani182@gmail.com> Fri, 9 Jan 2026 at 7:13 pm
To: mohanrajatamil@gamil.com

---------- Forwarded message ---------
From: **Madhusri Veeramani** <madhusriveeramani182@gmail.com>
Date: Fri, 9 Jan 2026, 6:46 pm
Subject: Fwd: Congratulations! You have been shortlisted - TVS TS
To: v.riya030504@gmail.com <v.riya030504@gmail.com>

---------- Forwarded message ---------
From: **Siva Subramania Raja V (BFSI SOURCING/TVSTS)** <siva@tvsts.com>
Date: Fri, 9 Jan 2026, 1:50 pm
Subject: Congratulations! You have been shortlisted - TVS TS
To: madhusriveeramani182@gmail.com <madhusriveeramani182@gmail.com>

Dear Madhusri V,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12^{th} Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

7 attachments

- **image003.png** 3 KB
- **image005.png** 4 KB
- **image006.png** 3 KB
- **image001.png** 22 KB
- **image007.png** 2 KB
- **image002.png** 3 KB
- **image004.png** 4 KB

Mail Delivery Subsystem <mailer-daemon@googlemail.com> Fri, 9 Jan 2026 at 7:13 pm
To: madhusriveeramani182@gmail.com

Address not found

Your message wasn't delivered to **mohanrajatamil@gamil.com** because the address couldn't be found, or is unable to receive mail.

The response from the remote server was:

511 sorry, no mailbox here by that name (#5.1.1 - chkuser)

Madhusri Veeramani <madhusriveeramani182@gmail.com> Fri, 9 Jan 2026 at 7:14 pm
To: mohanrajatamil@gamil.com

[Quoted text hidden]

---

icon.png
1 KB

Mail Delivery Subsystem <mailer-daemon@googlemail.com> Fri, 9 Jan 2026 at 7:14 pm
To: madhusriveeramani182@gmail.com

[Quoted text hidden]

Madhusri Veeramani <madhusriveeramani182@gmail.com> Fri, 9 Jan 2026 at 7:33 pm
To: Mohan Raj <mohanrajatamil@gmail.com>

---------- Forwarded message ---------
From: **Mail Delivery Subsystem** <mailer-daemon@googlemail.com>
Date: Fri, 9 Jan 2026, 7:14 pm
Subject: Delivery Status Notification (Failure)
To: <madhusriveeramani182@gmail.com>

[Quoted text hidden]

---

icon.png
1 KB

Madhusri Veeramani <madhusriveeramani182@gmail.com> Sat, 10 Jan 2026 at 7:38 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

On Fri, 9 Jan 2026, 1:50 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Madhusri V,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
>
> Chennai – 600058
>
> Landmark: Opp. to Kochhar Apartments
>
> **Contact: 9566262154**
>
> Documents Required:
>
> 1. 4 passport size photo
> 2. Bank passbook first page(Xerox)
> 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> 4. 12th Certificate(Original and xerox)
>
> **Thanks & Regards**
>
> ---

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

8 attachments

- **image001.png** 22 KB
- **image002.png** 3 KB
- **image003.png** 3 KB
- **image004.png** 4 KB
- **image005.png** 4 KB
- **image006.png** 3 KB
- **image007.png** 2 KB
- **resume madhusri.pdf** 104 KB

Madhusri Veeramani <madhusriveeramani182@gmail.com> Sat, 10 Jan 2026 at 7:38 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

On Fri, 9 Jan 2026, 1:50 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Madhusri V,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
>
> Chennai – 600058
>
> Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

8 attachments

- **image001.png** 22 KB
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- **image003.png** 3 KB
- **image004.png** 4 KB
- **image005.png** 4 KB
- **image006.png** 3 KB
- **image007.png** 2 KB
- **aadhar Madhusri.pdf** 122 KB

Madhusri Veeramani <madhusriveeramani182@gmail.com> Sat, 10 Jan 2026 at 7:39 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

On Fri, 9 Jan 2026, 1:50 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Madhusri V,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
>
> Chennai – 600058
>
> Landmark: Opp. to Kochhar Apartments
>
> **Contact: 9566262154**
>
> Documents Required:
>
> 1. 4 passport size photo
> 2. Bank passbook first page(Xerox)
> 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> 4. 12th Certificate(Original and xerox)
>
> **Thanks & Regards**

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

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image005.png
4 KB

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3 KB

image007.png
2 KB

resume madhusri.pdf
104 KB

Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Sat, Jan 10, 2026 at 10:59 AM
To: malathikalimuthu129@gmail.com <malathikalimuthu129@gmail.com>

Dear Malathi K,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

malathi kalimuthu <malathikalimuthu129@gmail.com> Sat, Jan 10, 2026 at 11:47 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

[Quoted text hidden]

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 13:50
To: manickaraj122005@gmail.com <manickaraj122005@gmail.com>

Dear S. Manickaraj,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:48 pm
To: mowniya2@gmail.com <mowniya2@gmail.com>

Dear Mowniya V,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

4 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:49 PM
To: yasodhay85@gmail.com <yasodhay85@gmail.com>

Dear Yasodha A,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

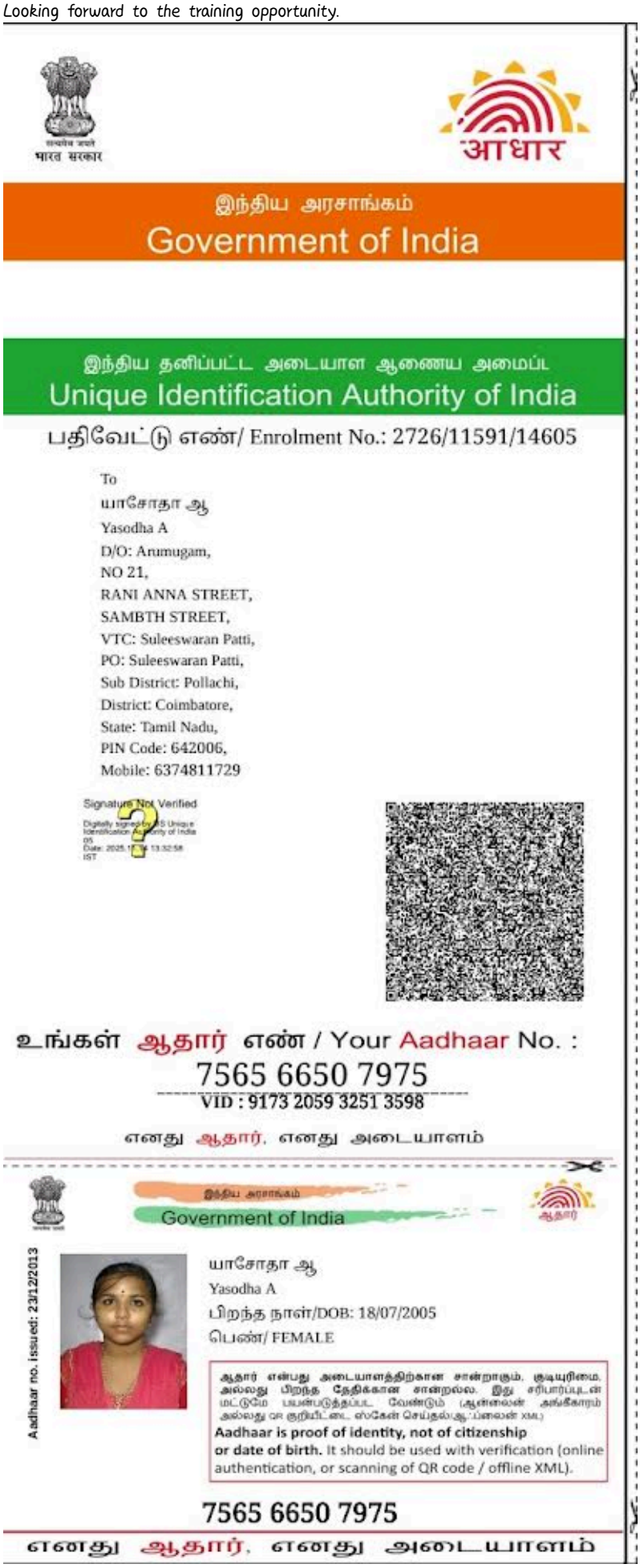
www.tvsts.com

Yasodha <yasodhay85@gmail.com> Fri, Jan 9, 2026 at 8:56 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Thank you for shortlisting me. I confirm that I will attend the training at TVS TS Organization on 20.01.2026.

Please find attached my resume and e-Aadhaar as requested. I will bring all the other required documents on the first day of training.

Looking forward to the training opportunity.



இந்திய அரசாங்கம்
Government of India

இந்திய தனிப்பட்ட அடையாள ஆணைய அமைப்ப
Unique Identification Authority of India

பதிவேட்டு எண்/ Enrolment No.: 2726/11591/14605

To
யாசோதா ஆ
Yasodha A
D/O: Arumugam,
NO 21,
RANI ANNA STREET,
SAMBTH STREET,
VTC: Suleeswaran Patti,
PO: Suleeswaran Patti,
Sub District: Pollachi,
District: Coimbatore,
State: Tamil Nadu,
PIN Code: 642006,
Mobile: 6374811729

Signature Not Verified

உங்கள் ஆதார் எண் / Your Aadhaar No. :
7565 6650 7975
VID : 9173 2059 3251 3598

எனது ஆதார், எனது அடையாளம்

இந்திய அரசாங்கம்
Government of India

Aadhaar no. issued: 23/12/2013

யாசோதா ஆ
Yasodha A
பிறந்த நாள்/DOB: 18/07/2005
பெண்/ FEMALE

ஆதார் என்பது அடையாளத்திற்கான சான்றாகும், குடியுரிமை அல்லது பிறந்த தேதிக்கான சான்றல்ல. இது சரிபார்ப்புடன் மட்டுமே பயன்படுத்தப்பட வேண்டும் (ஆன்லைன் அங்கீகாரம் அல்லது QR குறியீட்டை ஸ்கேன் செய்தல்/ஆஃப்லைன் XML)
Aadhaar is proof of identity, not of citizenship or date of birth. It should be used with verification (online authentication, or scanning of QR code / offline XML).

7565 6650 7975

எனது ஆதார், எனது அடையாளம்

Best regards,
A.Yasodha
6374811729

On Fri, Jan 9, 2026, 1:49 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:

Dear Yasodha A,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

8 attachments

image001.png
22 KB

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3 KB

image003.png
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image004.png
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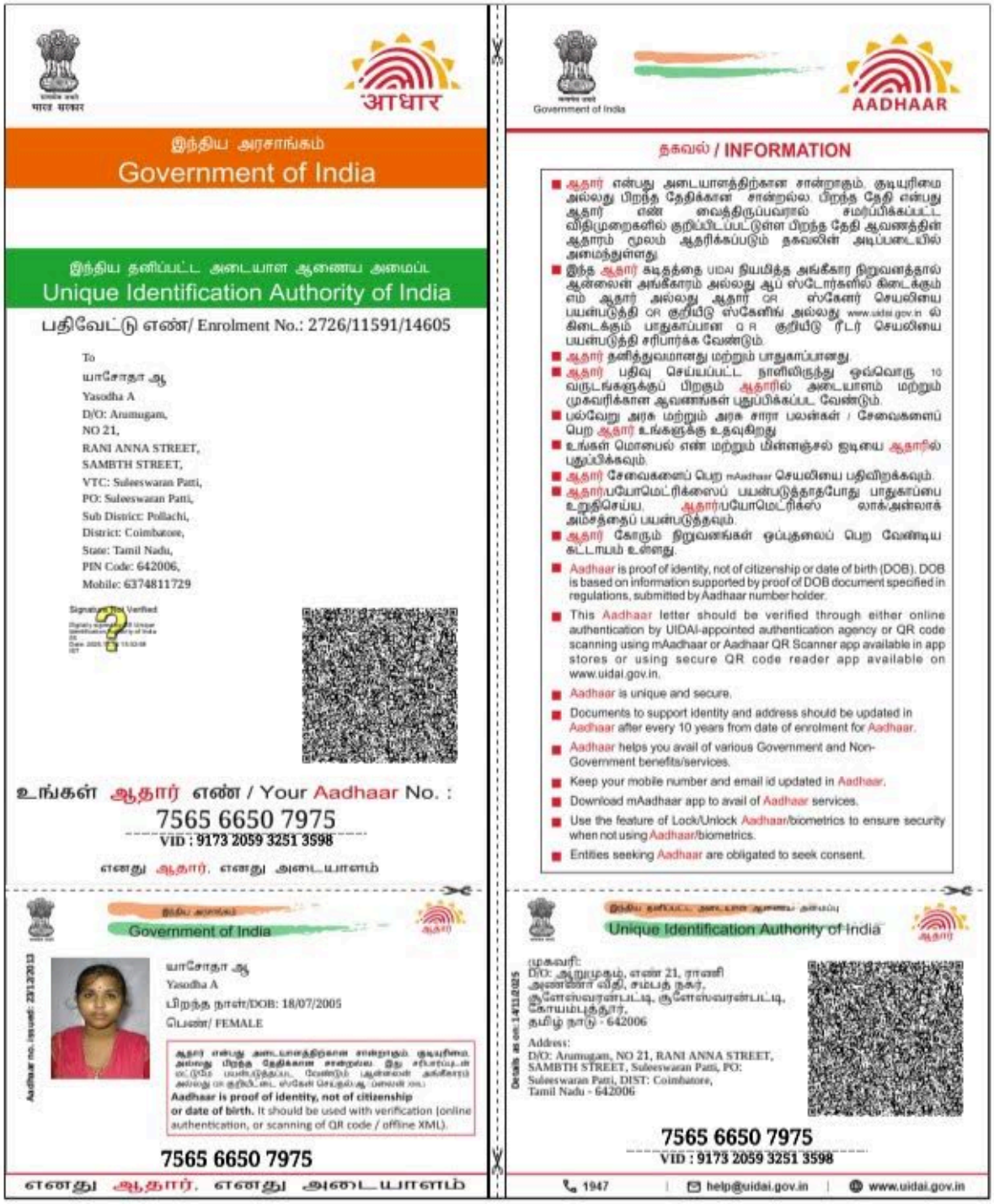
image005.png
4 KB

image006.png
3 KB

image007.png
2 KB

tvs resume 1.pdf
543 KB

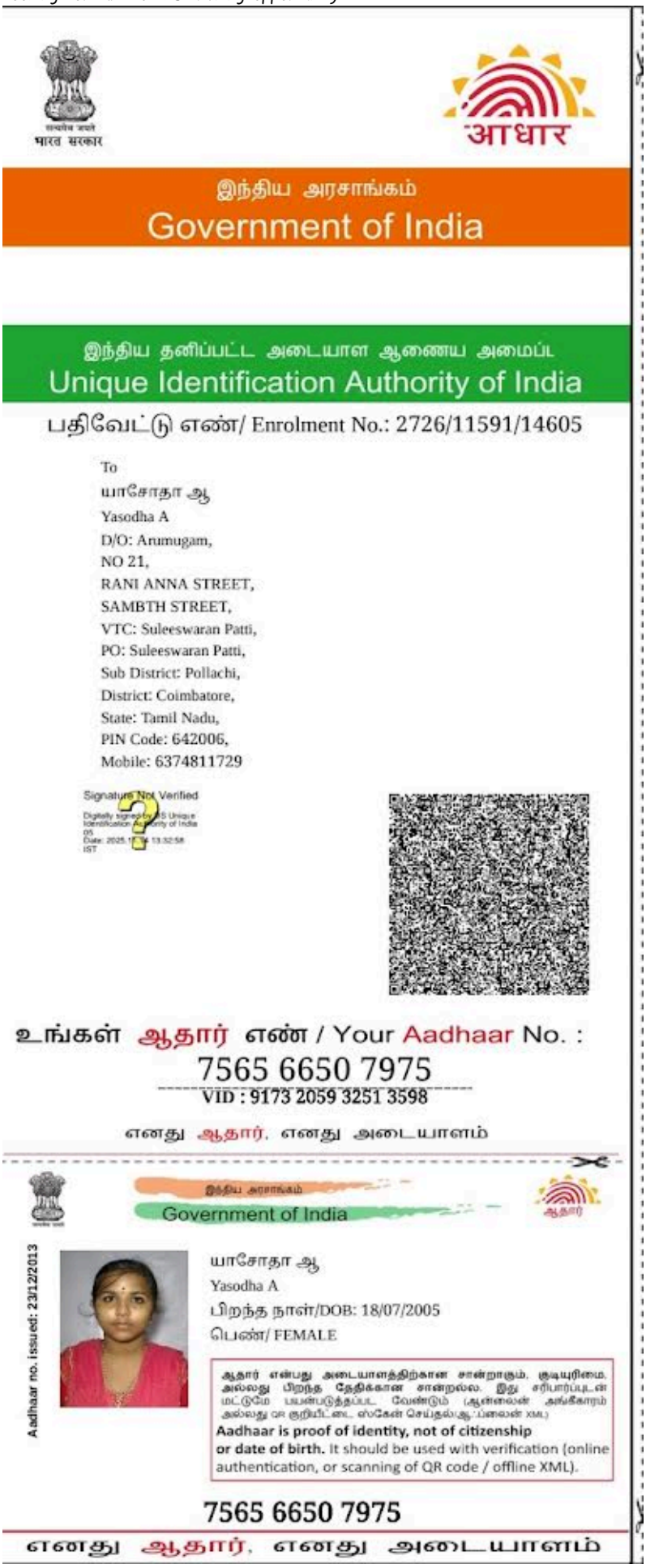
Yasodha <yasodhay85@gmail.com> Mon, Jan 12, 2026 at 2:39 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>



On Fri, Jan 9, 2026, 8:56 PM Yasodha <yasodhay85@gmail.com> wrote:

> Thank you for shortlisting me. I confirm that I will attend the training at TVS TS Organization on 20.01.2026.
>
> Please find attached my resume and e-Aadhaar as requested. I will bring all the other required documents on the first day of training.

Looking forward to the training opportunity.



இந்திய அரசாங்கம்
Government of India

இந்திய தனிப்பட்ட அடையாள ஆணைய அமைப்ப
Unique Identification Authority of India

பதிவேட்டு எண்/ Enrolment No.: 2726/11591/14605

To
யாசோதா ஆ
Yasodha A
D/O: Arumugam,
NO 21,
RANI ANNA STREET,
SAMBTH STREET,
VTC: Suleeswaran Patti,
PO: Suleeswaran Patti,
Sub District: Pollachi,
District: Coimbatore,
State: Tamil Nadu,
PIN Code: 642006,
Mobile: 6374811729

Signature Not Verified

உங்கள் ஆதார் எண் / Your Aadhaar No. :
7565 6650 7975
VID : 9173 2059 3251 3598

எனது ஆதார், எனது அடையாளம்

இந்திய அரசாங்கம்
Government of India

Aadhaar no. issued: 23/12/2013

யாசோதா ஆ
Yasodha A
பிறந்த நாள்/DOB: 18/07/2005
பெண்/ FEMALE

ஆதார் என்பது அடையாளத்திற்கான சான்றாகும், குடியுரிமை அல்லது பிறந்த தேதிக்கான சான்றல்ல. இது சரிபார்ப்புடன் மட்டுமே பயன்படுத்தப்பட வேண்டும் (ஆன்லைன் அங்கீகாரம் அல்லது QR குறியீட்டை ஸ்கேன் செய்தல்/ஆஃப்லைன் XML)
Aadhaar is proof of identity, not of citizenship or date of birth. It should be used with verification (online authentication, or scanning of QR code / offline XML).

7565 6650 7975

எனது ஆதார், எனது அடையாளம்

Best regards,
A.Yasodha
6374811729

On Fri, Jan 9, 2026, 1:49 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:

Dear Yasodha A,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

7 attachments

image006.png
3 KB

image002.png
3 KB

image003.png
3 KB

image005.png
4 KB

image007.png
2 KB

image004.png
4 KB

image001.png
22 KB

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Mon, Jan 12, 2026 at 2:41 PM
To: Yasodha <yasodhay85@gmail.com>

Noted.

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

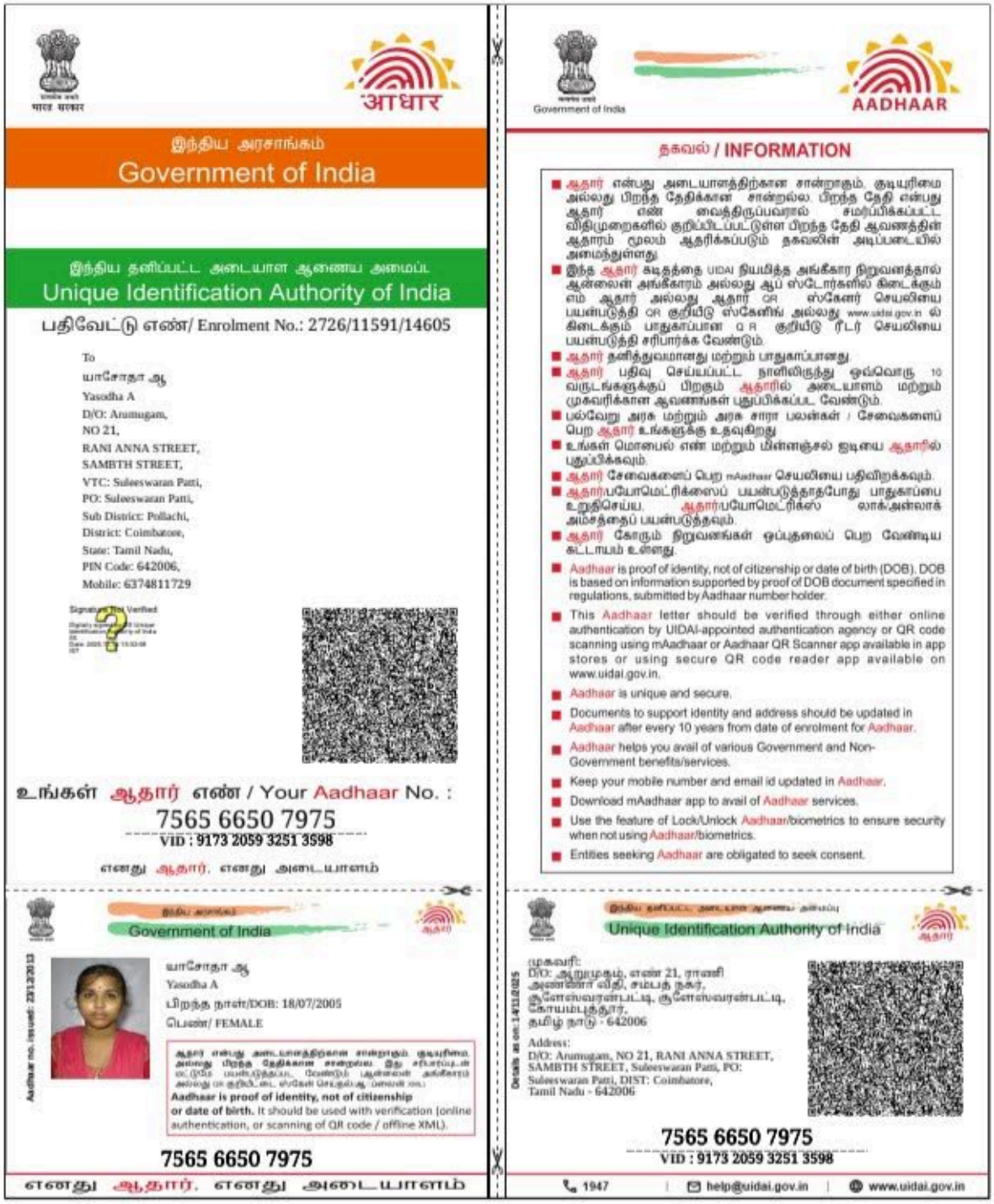
9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

From: Yasodha <yasodhay85@gmail.com>
Sent: 12 January 2026 02:39 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>
Subject: Re: Congratulations! You have been shortlisted - TVS TS



On Fri, Jan 9, 2026, 8:56 PM Yasodha <yasodhay85@gmail.com> wrote:

> Thank you for shortlisting me. I confirm that I will attend the training at TVS TS Organization on 20.01.2026.

Please find attached my resume and e-Aadhaar as requested. I will bring all the other required documents on the first day of training.

Looking forward to the training opportunity.

सत्यमेव जयते
भारत सरकार

आधार

இந்திய அரசாங்கம்
Government of India

இந்திய தனிப்பட்ட அடையாள ஆணைய அமைப்ப
Unique Identification Authority of India

பதிவேட்டு எண்/ Enrolment No.: 2726/11591/14605

To
யாசோதா ஆ
Yasodha A
D/O: Arumugam,
NO 21,
RANI ANNA STREET,
SAMBTH STREET,
VTC: Suleeswaran Patti,
PO: Suleeswaran Patti,
Sub District: Pollachi,
District: Coimbatore,
State: Tamil Nadu,
PIN Code: 642006,
Mobile: 6374811729

Signature Not Verified
Digitally signed by GS Unique Identification Authority of India
05
Date: 2025.10.04 13:32:58
IST

உங்கள் ஆதார் எண் / Your Aadhaar No. :
7565 6650 7975
VID : 9173 2059 3251 3598

எனது ஆதார், எனது அடையாளம்

இந்திய அரசாங்கம்
Government of India
ஆதார்

Best regards,

A.Yasodha

6374811729

On Fri, Jan 9, 2026, 1:49 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:

> Dear Yasodha A,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
>
> Chennai - 600058
>
> Landmark: Opp. to Kochhar Apartments
>
> **Contact: 9566262154**
>
> Documents Required:
>
> 1. 4 passport size photo
> 2. Bank passbook first page(Xerox)
> 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> 4. 12th Certificate(Original and xerox)
>
> Thanks & Regards
>
> Siva Subramania Raja V
> Assistant Manager - Sourcing
> TVS Training & Services
> Plot No.61, Reddy Street,
> Athipattu Vanagaram Main Road,
>
> Contact
> 9566262154
> 044-26136600

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

siva@tvsts.com

www.tvsts.com

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20257240821/Chennai/BPS/BTN
Date:19/12/2025

Dear Ms. Yazhini R,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click Here or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20257240821/Chennai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
6th Floor III Phase, Spencer Plaza 769, Anna Salai, Chennai - 600 002, India
Ph.: +91 44 66164111 Fax 91 44 6616 4050 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:49 pm
To: yw3218522@gmail.com <yw3218522@gmail.com>

Dear Yogeshwaran S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

6 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:49 PM
To: sivadha.936186@gmail.com <sivadha.936186@gmail.com>

Dear Sivadharshan A,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Sivadharshan Dharshan <sivadha.936186@gmail.com> Thu, Feb 26, 2026 at 9:49 AM
To: sowndharya.s@stc.ac.in <sowndharya.s@stc.ac.in>

[Quoted text hidden]

icon.png
1 KB

Sivadharshan Dharshan <sivadha.936186@gmail.com> Thu, Feb 26, 2026 at 9:51 AM
To: vishvasivakumar06@gmail.com

[Quoted text hidden]

icon.png
1 KB

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:48 PM
To: pravindhanaraj0510@gmail.com <pravindhanaraj0510@gmail.com>

Dear Dhanaraj Pravin S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B, 7/9C, MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

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Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:48 PM
To: dowmiyadharaniya@gmail.com <dowmiyadharaniya@gmail.com>

Dear Dharaniya S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Uetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:47 PM
To: dharshiniganesh411@gmail.com <dharshiniganesh411@gmail.com>

Dear Dharshini. G.

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V
Assistant Manager - Sourcing
TVS Training & Services
Plot No 61, Reddy Street,
Athipattu Vanagaram Main Road,
Ambattur Industrial Estate,
Chennai - 600058
Landmark: Near

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Contact
9566262154
044-26136600
siva@tvsts.com
www.tvsts.com

https://attendance.tvses.org:8443/images/tvstsimage/Facebook.png https://attendance.tvses.org:8443/images/tvstsimage/linkedin.png
https://attendance.tvses.org:8443/images/tvstsimage/Pin.png https://attendance.tvses.org:8443/images/tvstsimage/instagram.png
https://attendance.tvses.org:8443/images/tvstsimage/Xlogo.png https://attendance.tvses.org:8443/images/tvstsimage/Youtube.png

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:47 pm
To: dhivya032005@gmail.com <dhivya032005@gmail.com>

Dear Dhivya P,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving license or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

4:09 10+ Vo) LTE 5.15 KB/s 5G 51

Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raja V (... Jan 9

to me

Dear Dhiyaneshwaran B,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V
Assistant Manager – Sourcing
TVS Training & Services
Plot No.61, Reddy Street,
Athipattu Vanagaram Main Road,
Ambattur Industrial Estate,
Chennai - 600058
Landmark: Near Krishnan Temple

TVS Training & Services

Contact
9566262154
044-26136600
siva@tvsts.com
www.tvsts.com

4:09 10+ Vo) LTE 5.15 KB/s 5G 51

Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raja V (... Jan 9

to me

Dear Dhiyaneshwaran B,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V
Assistant Manager – Sourcing
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Plot No.61, Reddy Street,
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Ambattur Industrial Estate,
Chennai - 600058
Landmark: Near Krishnan Temple

TVS Training & Services

Contact
9566262154
044-26136600
siva@tvsts.com
www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:48 PM
To: dkarthi565@gmail.com <dkarthi565@gmail.com>

Dear Dinesh A,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

4 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:51 PM
To: durgaudt2006@gmail.com <durgaudt2006@gmail.com>

Dear Durga S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

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Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

DURGA S <durgaudt2006@gmail.com> Sat, Jan 10, 2026 at 10:16 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

On Fri, Jan 9, 2026, 1:51 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:

> Dear Durga S,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B, 7/9C, MTH Road, Ambattur Industrial Estate,
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> Chennai - 600058
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> **Contact: 9566262154**
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> Documents Required:
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> 1. 4 passport size photo
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> 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> 4. 12th Certificate(Original and xerox)
>
> **Thanks & Regards**

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

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in.gov.abc-ABCID-533661222143 (1).pdf
133 KB

DURGA S <durgaudt2006@gmail.com> Sat, Jan 10, 2026 at 11:28 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Durga S

On Sat, Jan 10, 2026, 10:16 AM DURGA S <durgaudt2006@gmail.com> wrote:

> On Fri, Jan 9, 2026, 1:51 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:
>
> > Dear Durga S,
> >
> > You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
> >
> > **Please reply to this email with your resume and e-adhaar immediately for further process.**
> >
> > Training Centre Address: TVS Training and Services Ltd.,
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> > Landmark: Opp. to Kochhar Apartments
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> > **Contact: 9566262154**
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> > Documents Required:
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> > 1. 4 passport size photo
> > 2. Bank passbook first page(Xerox)
> > 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> > 4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

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- All PDF Maker 20260107 23.06.25.pdf 291 KB
- DurgaAadhar.pdf 536 KB

DURGA S <durgaudt2006@gmail.com> Sat, Jan 10, 2026 at 11:41 AM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Dear Sir,

I hope this message finds you well.

I would like to inform you that the Aadhaar copy I initially sent was incorrect due to a mistake. I sincerely apologize for the confusion caused.

Please consider the second Aadhaar copy that I sent as the correct and valid document.

Thank you for your understanding and support.

Regards,
Durga S
[Quoted text hidden]

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Congratulations! You have been shortlisted - TVS TS

4 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:51 PM
To: durgaudt2006@gmail.com <durgaudt2006@gmail.com>

Dear Durga S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

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Siva Subramania Raja V

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

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Congratulations! You have been shortlisted - TVS TS

1 message

Selvamathi <selvamathi20061998@gmail.com> Sat, 10 Jan, 2026 at 11:16 am
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Elamathi T
Sree sarawathi Thyagaraja college, Pollachi

On Fri, 9 Jan, 2026, 1:48 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Elamathi T,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
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Thanks & Regards

Siva Subramania Raja V

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Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raja... 1:46 pm

to me

Dear Eswaran.P,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Gmail

Giri vasan m <girivasan2532006@gmail.com>

Congratulations! You have been shortlisted - TVS TS

4 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan at 1:50 PM
To: girivasan2532006@gmail.com <girivasan2532006@gmail.com>

Dear Girivasan M,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

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Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Giri vasan m <girivasan2532006@gmail.com> Fri, 9 Jan at 3:53 PM
Draft to: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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Giri vasan m <girivasan2532006@gmail.com> Fri, 9 Jan at 4:00 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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Giri vasan m <girivasan2532006@gmail.com> Fri, 9 Jan at 7:22 PM
Draft to: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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Girivasan.M_121825846557890.pdf

Congratulations! You have been shortlisted - TVS TS

4 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:49 PM
To: 23bas007@stc.ac.in <23bas007@stc.ac.in>

Dear Guganeshwaran E,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

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Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

GUGANESHWARAN E BAS <23bas007@stc.ac.in> Sun, Jan 11, 2026 at 4:24 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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GUGANESHWARAN E BAS <23bas007@stc.ac.in> Sun, Jan 11, 2026 at 4:25 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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CV_2025-09-25-012928.pdf
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GUGANESHWARAN E BAS <23bas007@stc.ac.in> Mon, Jan 12, 2026 at 2:02 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:50 pm
To: gobigopika8@gmail.com <gobigopika8@gmail.com>

Dear Gopika G,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

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Contact

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044-26136600

siva@tvsts.com

www.tvsts.com

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2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:50 pm
To: gobigopika8@gmail.com <gobigopika8@gmail.com>

Dear Gopika G,

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Contact

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044-26136600

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www.tvsts.com

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4 messages

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To: 23bas007@stc.ac.in <23bas007@stc.ac.in>

Dear Guganeshwaran E,

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GUGANESHWARAN E BAS <23bas007@stc.ac.in> Sun, Jan 11, 2026 at 4:24 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

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Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:48 pm
To: harisakthi551995@gmail.com <harisakthi551995@gmail.com>

Dear Hari Sakthi A.M,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:48 pm
To: haripriyahp0408@gmail.com <haripriyahp0408@gmail.com>

Dear Haripriya K,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

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Ambattur Industrial Estate,

Chennai - 600058

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TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

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Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:47 PM
To: ilakkiyajeyaraj@gmail.com <ilakkiyajeyaraj@gmail.com>

Dear Ilakkiya J,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Ilakkiya Ilakkiya <ilakkiyajeyaraj@gmail.com> Fri, Jan 9, 2026 at 5:58 PM
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Subject: Submission of Resume and e-Aadhaar

Dear Sir/Madam,

Thank you for the opportunity.

I am pleased to inform you that I am interested in joining the TVS TS organization under the Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

As requested, I have attached my resume and e-Aadhaar for your further process.

I will be available to join the training cum job program on 20.01.2026.

Thank you.

Yours sincerely,

Ilakkiya J

Mobile: 9360465876

E-Aadhaar password: ILAK2006

On Fri, Jan 9, 2026, 1:47 PM Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> wrote:

> Dear Ilakkiya J,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
>
> **Please reply to this email with your resume and e-adhaar immediately for further process.**
>
> Training Centre Address: TVS Training and Services Ltd.,
>
> Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,
>
> Chennai – 600058
>
> Landmark: Opp. to Kochhar Apartments
>
> **Contact: 9566262154**
>
> Documents Required:
>
> 1. 4 passport size photo
> 2. Bank passbook first page(Xerox)
> 3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
> 4. 12th Certificate(Original and xerox)
>
> Thanks & Regards
>
> Siva Subramania Raja V
>
> Assistant Manager – Sourcing
>
> TVS Training & Services
>
> Contact
>
> 9566262154

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

044-26136600

siva@tvsts.com

www.tvsts.com

9 attachments

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- image003.png
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  1.4 MB

Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:47 PM
To: ilakkiyajeyaraj@gmail.com <ilakkiyajeyaraj@gmail.com>

Dear Ilakkiya J,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corperation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kechhar Apartments

Contact: 9566262154

Documents Required:

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Gmail

SAMMM <samsujeetsam@gmail.com>

Congratulations! You have been shortlisted - TVS TS

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan at 1:45 PM
To: samsujeetsam@gmail.com <samsujeetsam@gmail.com>

Dear Sujeet Sam J,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:49 PM
To: abarnakumar2006@gmail.com <abarnakumar2006@gmail.com>

Dear Abarna N,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

Landmark: Opp. to Kochhar Apartments

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:49 PM
To: abarnakumar2006@gmail.com <abarnakumar2006@gmail.com>

Dear Abarna N,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

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Contact: 9566262154

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Ambattur Industrial Estate,

Chennai - 600058

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TVS Training & Services

Contact

9566262154

044-26136600

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www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

3 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan, 2026 at 1:48 pm
To: ksabimanyu@gmail.com <ksabimanyu@gmail.com>

Dear Abimanyu K,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

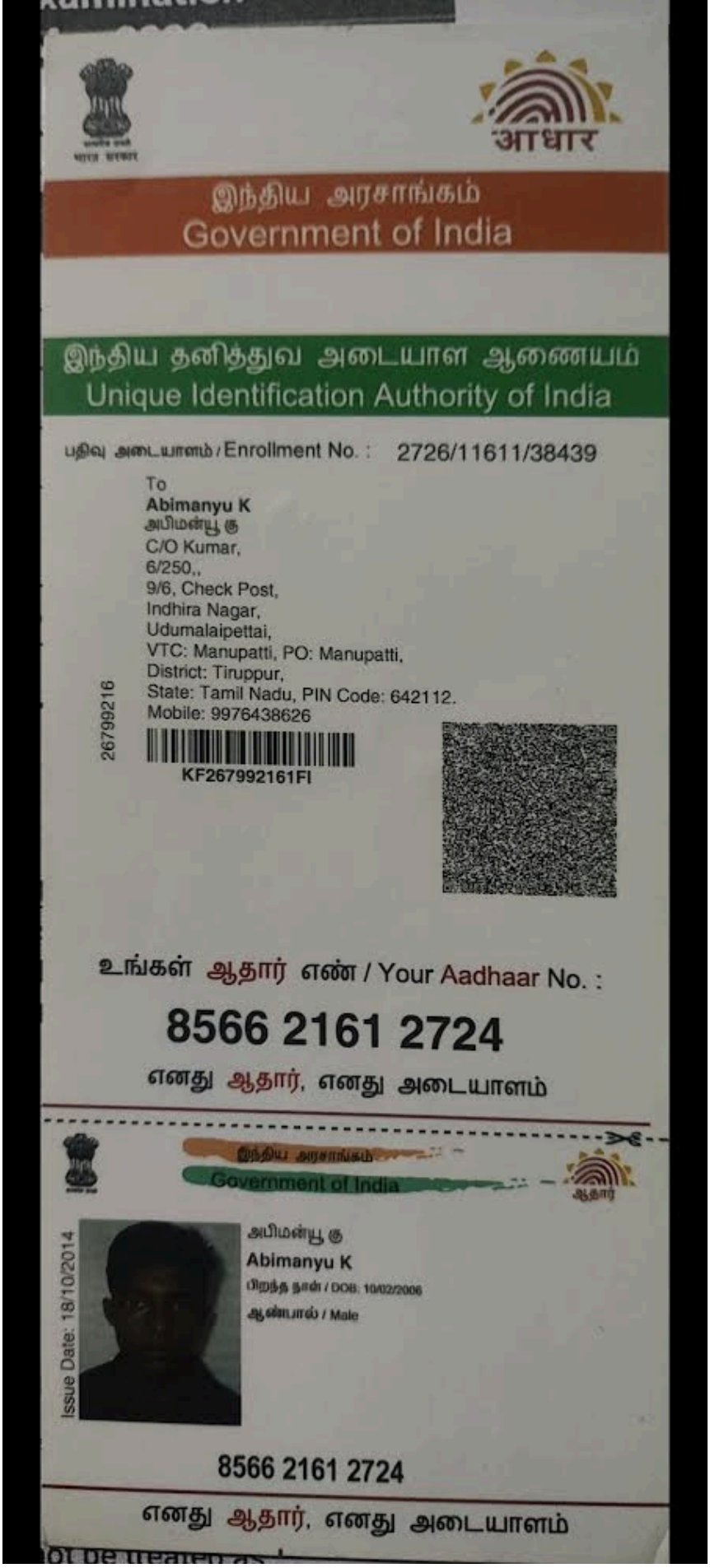
siva@tvsts.com

www.tvsts.com

Abimanyu <ksabimanyu@gmail.com> Fri, 9 Jan, 2026 at 9:14 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Ok sir
I send my resume and e-adhaar now.

Thankyou:



On Fri, 9 Jan, 2026, 1:48 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Abimanyu K,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

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4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

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8 attachments

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image007.png
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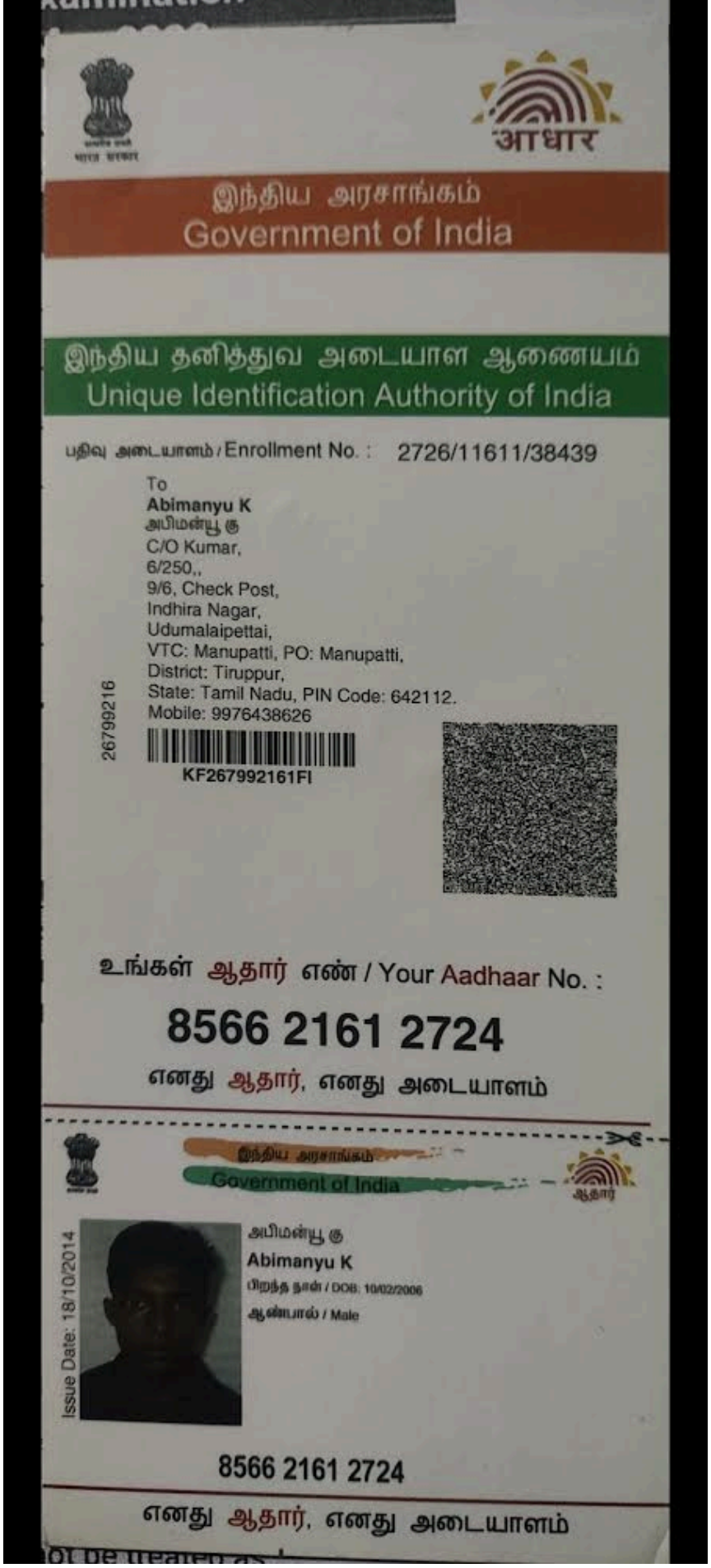
AbiResume6.pdf
1.6 MB

Abimanyu <ksabimanyu@gmail.com> Mon, 12 Jan, 2026 at 4:18 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

Abimanyu eAadhaar and Resume

On Fri, 9 Jan, 2026, 9:14 pm Abimanyu, <ksabimanyu@gmail.com> wrote:

> Ok sir
> I send my resume and e-adhaar now.
>
> Thankyou:



On Fri, 9 Jan, 2026, 1:48 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Abimanyu K,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

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Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

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AbiResume6.pdf
1.6 MB

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:48 pm
To: abivijaya2006@gmail.com <abivijaya2006@gmail.com>

Dear R.Abirami,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

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Chennai – 600058

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4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

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044-26136600

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www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raj... Jan 9

to me

Dear Ajithkumar R,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V
Assistant Manager – Sourcing
TVS Training & Services
Plot No.61, Reddy Street,
Athipattu Vanagaram Main Road,
Ambattur Industrial Estate,
Chennai - 600058
Landmark: Near Krishnan Temple

TVS Training & Services

Contact
9566262154
044-26136600
siva@tvsts.com
www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raj... Jan 9

to me

Dear Ajithkumar R,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

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Contact: 9566262154

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1. 4 passport size photo
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3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V
Assistant Manager – Sourcing
TVS Training & Services
Plot No.61, Reddy Street,
Athipattu Vanagaram Main Road,
Ambattur Industrial Estate,
Chennai - 600058
Landmark: Near Krishnan Temple

TVS Training & Services

Contact
9566262154
044-26136600
siva@tvsts.com
www.tvsts.com

Congratulations! You have been shortlisted – TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:48 PM
To: akalyathangaraj826@gmail.com <akalyathangaraj826@gmail.com>

Dear Akalya T,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Sat, Jan 10, 2026 at 12:43 PM
To: akilaarun467@gmail.com <akilaarun467@gmail.com>

Dear Akilandeeswari R,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Chennai – 600058

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2. Bank passbook first page(Xerox)
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4. 12th Certificate(Original and xerox

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Dear J Akshaya,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

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Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12^{th} Certificate(Original and xerox)

Dear J Akshaya,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

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Congratulations! You have been shortlisted - TVS TS

4 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:46 pm
To: gopikadharani56@gmail.com <gopikadharani56@gmail.com>

Dear Ammukutty.S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai – 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Gopika <gopikadharani56@gmail.com> Fri, 9 Jan 2026 at 4:54 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

I accept the offer.

On Fri, 9 Jan 2026, 1:46 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Ammukutty.S,
>
> You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.
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> **Thanks & Regards**
>
> **Siva Subramania Raja V**
> **Assistant Manager – Sourcing**
> **TVS Training & Services**
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>
> **Contact**
> 9566262154
> 044-26136600
> siva@tvsts.com
> www.tvsts.com

8 attachments

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Gopika <gopikadharani56@gmail.com> Fri, 9 Jan 2026 at 5:00 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

> On Fri, 9 Jan 2026, 4:54 pm Gopika, <gopikadharani56@gmail.com> wrote:
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8 attachments

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- **2026-01-09 16-49-16.pdf**
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Gopika <gopikadharani56@gmail.com> Fri, 9 Jan 2026 at 5:00 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

> On Fri, 9 Jan 2026, 5:00 pm Gopika, <gopikadharani56@gmail.com> wrote:
>
> > On Fri, 9 Jan 2026, 4:54 pm Gopika, <gopikadharani56@gmail.com> wrote:
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Thanks & Regards

Siva Subramania Raja V

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- **2026-01-09 16-53-56.pdf**
  1.5 MB

Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subram... 10 Jan

to me

Dear Anbu Kumar S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Chennai – 600058

Reply

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1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:45 PM
To: angelxavier0609@gmail.com <angelxavier0609@gmail.com>

Dear Angel J,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

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Landmark: Near Krishnan Temple

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Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

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5:10 PM

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Bin

Siva Subramania Raja V... 9 Jan

to me

Dear Baranipriya M,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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99+

5:10 PM

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Thanks & Regards

Reply
Reply all
Forward

No add-ons available for this email

Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raj... 9 Jan

to me

Dear Boopalan G,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Congratulations! You have been shortlisted - TVS TS

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Siva Subramania Raj... 9 Jan

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Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subramania Raja... 2 days ago

to me

Dear Brindhasri R,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

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Thanks & Regards

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:47 PM
To: brindhaarunkumar123@gmail.com <brindhaarunkumar123@gmail.com>

Dear Brindha P,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:50 pm
To: shankarbuvanesh31@gmail.com <shankarbuvanesh31@gmail.com>

Dear Buvanesh R,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

TVS Training & Services

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Chennai - 600058

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TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

buvanesh R <shankarbuvanesh31@gmail.com> Fri, 9 Jan 2026 at 4:46 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

I accept the offer.

On Fri, 9 Jan 2026, 1:50 pm Siva Subramania Raja V (BFSI SOURCING/TVSTS), <siva@tvsts.com> wrote:

> Dear Buvanesh R,
>
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Siva Subramania Raja V

Assistant Manager – Sourcing

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Congratulations! You have been shortlisted - TVS TS

2 messages

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:50 pm
To: shankarbuvanesh31@gmail.com <shankarbuvanesh31@gmail.com>

Dear Buvanesh R,

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Thanks & Regards

Siva Subramania Raja V

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TVS Training & Services

Contact

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044-26136600

siva@tvsts.com

www.tvsts.com

buvanesh R <shankarbuvanesh31@gmail.com> Fri, 9 Jan 2026 at 4:46 pm
To: Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com>

I accept the offer.

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> **Thanks & Regards**

Siva Subramania Raja V

Assistant Manager – Sourcing

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Congratulations! You have been shortlisted - TVS TS

Inbox

Siva Subrama... 9 Jan

to me

Dear Deepakraj M,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporations Vetri Nichayam scheme.

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Inbox

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4. 12th Certificate (Original and Xerox)

- TVS TS Inbox

Siva Subramania Raj... 3 days ago

to me

Dear Deepanraj Vs,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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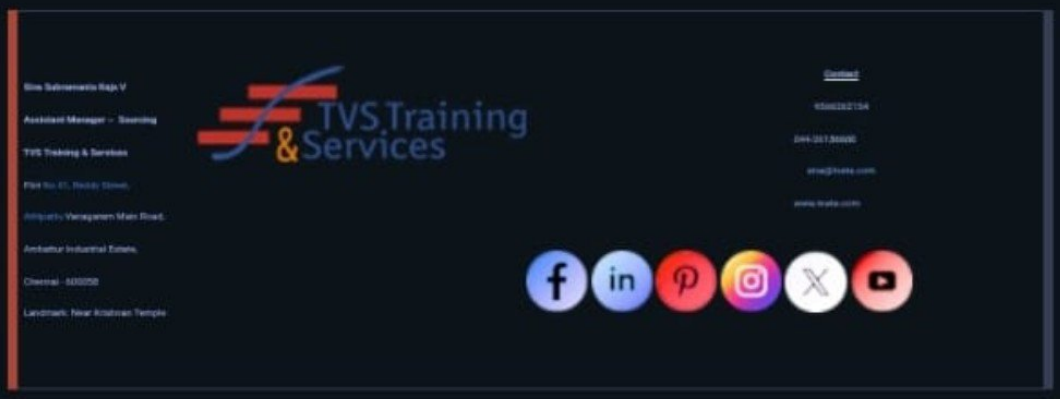
Thanks & Regards



Reply Forward

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1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, 9 Jan 2026 at 1:48 pm
To: sujiselvam122006@gmail.com <sujiselvam122006@gmail.com>

Dear Dhanalakshmi S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

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Thanks & Regards

Siva Subramania Raja V

Assistant Manager – Sourcing

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Landmark: Near Krishnan Temple

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Contact

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SREE SARASWATHI THYAGARAJA COLLEGE

An Autonomous, NAAC Re-Accredited with 'A+' Grade, ISO 21001:2018 Certified Institution.
Affiliated to Bharathiar University, Coimbatore, Approved by AICTE for BBA/BCA & MBA/MCA and by UGC for 2(f) & 12(B) status
Palani Road, Pollachi, Coimbatore - 642 107, Tamilnadu, India.
Mob: 73737 66550, 99432 66008, 90951 66009 E-mail: stc@stc.ac.in Website: www.stc.ac.in

Ref No: /2024-2025/CTPCR/IAF /

INTERNSHIP APPROVAL FORM

STUDENT INFORMATION	
NAME: S Dhanaraj Pravin	UNIVERSITY REG NUMBER: 23BCS015
MOBILE NUMBER: 8870801971	EMAIL ADDRESS: Pravindhanaraj0510@gmail.com
YEAR & SEMESTER: III, SEM VI	DEPARTMENT: Computer Science
PROPOSED STARTING DATE OF INTERNSHIP (DD/MM/YY): 20-Jan-2026 (25 days)	PROPOSED COMPLETION DATE OF INTERNSHIP (DD/MM/YY):
ORGANIZATION DETAILS	
ORGANIZATION'S NAME: TVS TS	HR / REPORTING MANAGER NAME: Siva Subramania raja. V
DESIGNATION: Product - Assembly	HR / REPORTING MANAGER MOBILE NO: 9566262154
EMAIL ADDRESS: tvsts@tvsts.com	
DOMANIN OF INTERNSHIP: Industrial Skill	(TICK APPROPRIATE) PAID ✓ / UNPAID INTERNSHIP:
DEPARTMENT HEAD / FACULTY DETAILS	
HOD NAME: S. Riyas Fathima	FACULTY NAME: K. Vijalakshmi
HOD PHONE NUMBER: 8189979927	FACULTY PHONE NUMBER: 9500425676
HOD SIGNATURE	FACULTY HOD SIGNATURE

I, Dhanaraj Pravin student of Computer Science at Stc, hereby declare that I will perform my duties with sincerity and professionalism while working at TVS TS. I will ensure that my actions do not bring any disrepute to my college, department, or the company.

DEPARTMENT HOD'S RECOMMENDATION WITH SIGNATURE

Recommended

Arrear - nil
Attendance - 98%.

PLACEMENT HEAD RECOMMENDATION WITH SIGNATURE

PRINCIPAL SIGNATURE

DOCUMENTS TO BE ATTACHED:

- STUDENT REQUISITION LETTER
- INTERNSHIP PROPOSAL

NOTE: THIS FORM HAS TO BE COMPLETED, APPROVED AND SUBMITTED AT LEAST ONE WEEK BEFORE THE INTERN DATE.

பெற்றோரின் உறுதிமொழி கடிதம் (Parental Undertaking Letter)

அனுப்புநர்

S. Velmani (பெற்றோர் பெயர்)

Dhanaraj Ramya (மகன் / மகள் பெயர்))

4/33 ganapathy nagar (வீட்டு முகவரி)

Anaimalai - 642 104. (ஊர் மற்றும் அஞ்சல் குறியீடு)

8870880971 (கைபேசி எண்)

பெறுநர்,

முதல்வர் அவர்கள்,

ஸ்ரீ சரஸ்வதி தியாகராஜா கல்லூரி,

பொள்ளாச்சி.

பொருள்: எனது மகன்/மகள் TVS பயிற்சி நிறுவனத்தில் சேருவதற்கு சம்மதம் தெரிவித்தல் சார்பாக.

வணக்கம்,

ஸ்ரீ சரஸ்வதி தியாகராஜா கல்லூரியில் BSc Computer Science (துறை) பயிலும் S. Dhanaraj Ramya (மாணவர் பெயர்) ஆகிய நான், எனது மகன்/மகள் TVS Training Services நிறுவனத்தில் பயிற்சி மற்றும் பணியில் சேருவதற்கு முழு சம்மதம் தெரிவிக்கிறேன்.

இது தொடர்பாக பின்வரும் நிபந்தனைகளை நான் முழுமையாக ஏற்றுக்கொள்கிறேன்:

1. எனது மகன்/மகள் நிறுவனத்தின் விதிமுறைகள் மற்றும் கட்டுப்பாடுகளுக்கு உட்பட்டு நடப்பார் என உறுதியளிக்கிறேன்.
2. பயிற்சியின் போது அல்லது பணியின் போது அவர் மேற்கொள்ளும் பயணங்கள் மற்றும் தங்குமிட வசதிகள் குறித்த விபரங்களை நான் அறிந்துள்ளேன்.
3. படிப்பை முடித்தவுடன் இந்த வேலைவாய்ப்பைப் பயன்படுத்துவதில் எங்களுக்கு எந்த ஆட்சேபனையும் இல்லை.

எனவே, எனது மகன்/மகள் இந்த நல்வாய்ப்பினைப் பயன்படுத்திக் கொள்ள அனுமதி வழங்குமாறு தாழ்மையுடன் கேட்டுக்கொள்கிறேன்.

இடம்: தேதி:

தங்கள் உண்மையுள்ள,

(பெற்றோர் கையொப்பம்) S. Velmani

பெற்றோர் பெயர்: S. Velmani

மாணவர் பெயர்: Dhanaraj Ramya

கைபேசி எண்: 8870880971

Scanned with OKEN Scanner

Congratulations! You have been shortlisted - TVS TS

1 message

Siva Subramania Raja V (BFSI SOURCING/TVSTS) <siva@tvsts.com> Fri, Jan 9, 2026 at 1:48 PM
To: pravindhanaraj0510@gmail.com <pravindhanaraj0510@gmail.com>

Dear Dhanaraj Pravin S,

You are shortlisted and requested to join on 20.01.2026 at our TVS TS organization for the training cum job joining under Tamil Nadu Skill Development Corporation's Vetri Nichayam scheme.

Please reply to this email with your resume and e-adhaar immediately for further process.

Training Centre Address: TVS Training and Services Ltd.,

Plot no. 7/9A, 7/9B,7/9C,MTH Road, Ambattur Industrial Estate,

Chennai - 600058

Landmark: Opp. to Kochhar Apartments

Contact: 9566262154

Documents Required:

1. 4 passport size photo
2. Bank passbook first page(Xerox)
3. Adhaar card(Orignal and Xerox) or Driving License or Voter ID
4. 12th Certificate(Original and xerox)

Thanks & Regards

Siva Subramania Raja V

Assistant Manager - Sourcing

TVS Training & Services

Plot No.61, Reddy Street,

Athipattu Vanagaram Main Road,

Ambattur Industrial Estate,

Chennai - 600058

Landmark: Near Krishnan Temple

TVS Training & Services

Contact

9566262154

044-26136600

siva@tvsts.com

www.tvsts.com

12/01/2026

From:

Dhanaraj Pravin S. [23BCS015]

III - BSc [Computer Science 'A']

Sree Saraswathi Thyagaraja college,

Pollachi.

To:

The Principal,

Sree Saraswathi Thyagaraja college,

Pollachi.

Respected Madam:

I am .S. Dhanaraj Pravin [23BCS015] from III - BSc Computer Science department in final year. I humbly request your final permission to allow me to attend a Internship offer that I have received from TVS. Ts chennai

This opportunity is very important for me as to begin my career. During the training and Internship period based on my performance they told me that will provide the Job offer 25 days of Internship

Here, faith, I will complete all my duties properly and whenever you call for my duties in academic work. I assure that I will complete my works on Time. Here by I have also attached my parent acceptance letter

Thanking you

Class Incharge

H.O.D

Yours faithfully

Pravin

Parents undertaking letter

12/01/2026
Pollachi

From:

S. Velmani
Mother of Dhararaj Pravin. S
4/33 ganapathy nagar, Anaimalai
Pollachi - 642 104

To:

The principal
Sree Saraswathi Thyagaraja college
Pollachi

Subject: Permission to accept Job offer and Internship for my Son

Respected Madam:

I am S. Dhararaj Pravin mother of Dhararaj Pravin [23BCS015] here by grant permission for my Son to accept the Internship offer provided by TVS TS

We understand that the offer a this field of trainee which will help him to gain valuable experience and there is high growth in the mentioned field. we fully support this decision and request the management to kindly allow him to provide with this opportunity

Hena will complete all his duties properly and wherever you call him for his academic work I assure that he will complete his work on time regarding his behaviour. I confirm that Dhararaj Pravin is disciplined, responsible and well behaved and had a strong sense of commitments in his academic and personal life and I have a confident I take full responsibility during the period of Internship

outside of campus for him behaviour

Thanking you

G. Gowtham
yours faithfully

HOD.

SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : **Sanfiya.B**

Email ID : **mailtosanfiya@gmail.com**

College Name : **Sree Saraswathi Thyagaraja College**

Date : **13-Dec-25**

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". The final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

We at Sutherland are privileged to have you with us and look forward to launching your career on a successful note. The compensation package that is offered to beginners' ranges between **2.20 LPA to 2.50 LPA.** Your final compensation will be determined based on your skill set, and other selection parameters.

You will have to furnish the following documents during the hiring and onboarding process: -

- 1 Passport size photograph
- 10th, 12th, and UG/PG education certificates - (whichever is completed)
- E-Aadhar card mandatory for address proof.
- Pan Card- Mandatory to open a bank account.
- In addition, you can also submit a Ration card, Driving license/Passport, PAN Card, and Voter ID for address proof.
- Medical Fitness Certificate- stating you are medically fit and can work night shifts if required.

You are expected to maintain confidentiality of this provisional offer letter and to avoid sharing with other companies or potential hirers.

Final decision on your engagement will be the sole discretion of Sutherland. If you have any concerns or queries, you may reach out to campusIndia@sutherlandglobal.com for response and resolution.

Any dispute related to or arising out of this Provision Offer Letter, shall be exclusively decided by courts in the city of Chennai, Tamil Nadu.

Sincerely,

Talent Acquisition
Sutherland

This is a digitally generated soft copy hence a signature is not required.

Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063

SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : **Mohammed Nowfal**

Email ID : **nowfal9786@gmail.com**

College Name : **Sree Saraswathi Thyagaraja College**

Date : **13-Dec-25**

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". The final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : **Mahalakshmi P T**

Email ID : **mahapalanisamy2@gmail.com**

College Name : **Sree Saraswathi Thyagaraja College**

Date : **13-Dec-25**

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". The final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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SUTHERLAND

PROVISIONAL OFFER LETTER

Candidate Name : **Krithiksha R M**

Email ID : **krithiksha04@gmail.com**

College Name : **Sree Saraswathi Thyagaraja College**

Date : **13-Dec-25**

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". The final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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PROVISIONAL OFFER LETTER

Candidate Name : **Keerthana**

Email ID : **keerthana.ramapattinam@gmail.com**

College Name : **Sree Saraswathi Thyagaraja College**

Date : **13-Dec-25**

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". The final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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Sincerely,

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SUTHERLAND®

PROVISIONAL OFFER LETTER

Candidate Name : **Anit Joy**

Email ID : **anitjoy2005@gmail.com**

College Name : **Sree Saraswathi Thyagaraja College**

Date : **13-Dec-25**

Dear Candidate,

Congratulations!!

Further to your Interview we are pleased to issue this 'provisional offer letter' to inform that you have been shortlisted to be engaged by Sutherland as an "Associate". The final decision will be based on performance during these rounds. Nature of engagement can be either fixed-period or as trainee/employee. If you are finally selected, the final offer letter with all relevant details will be sent to your registered email ID.

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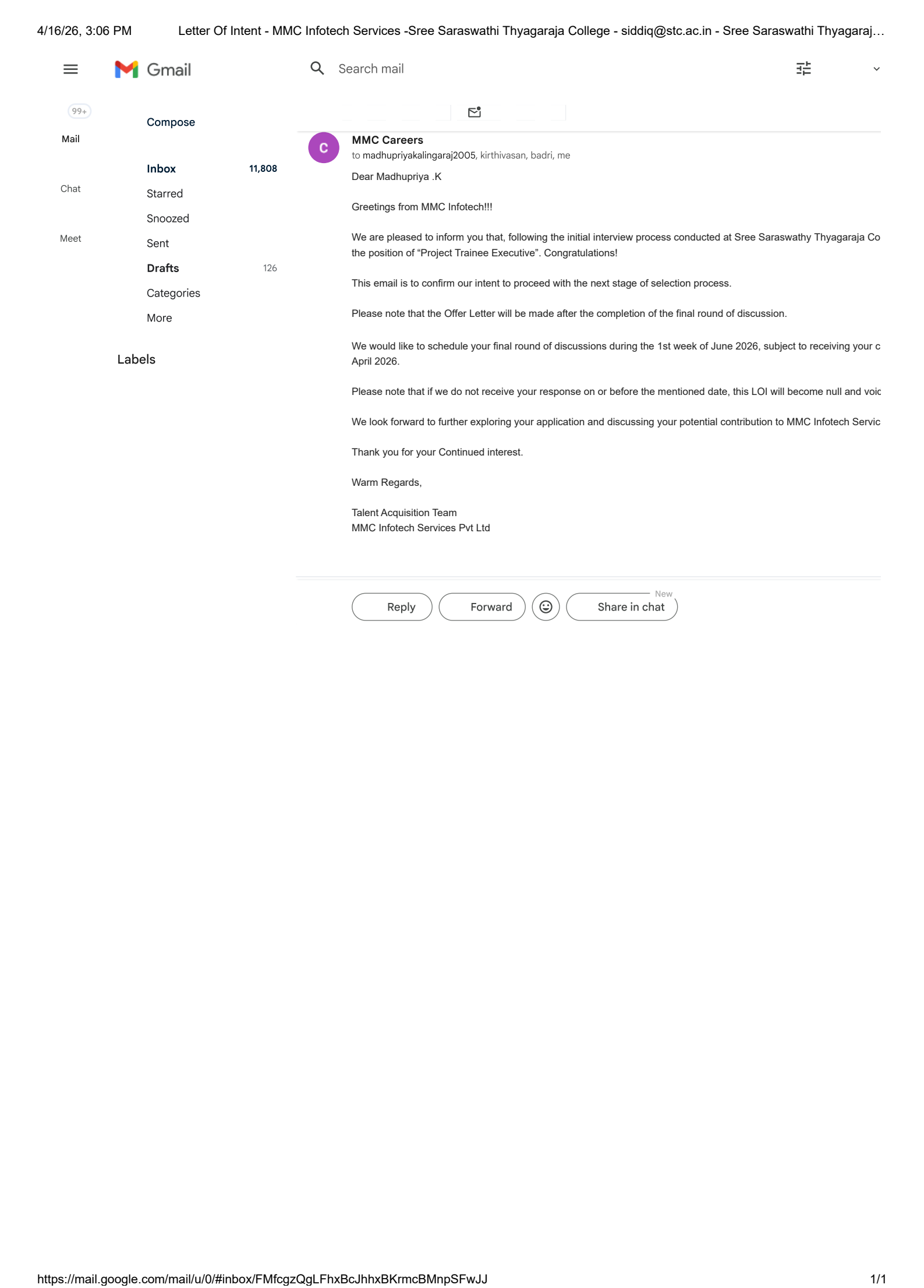
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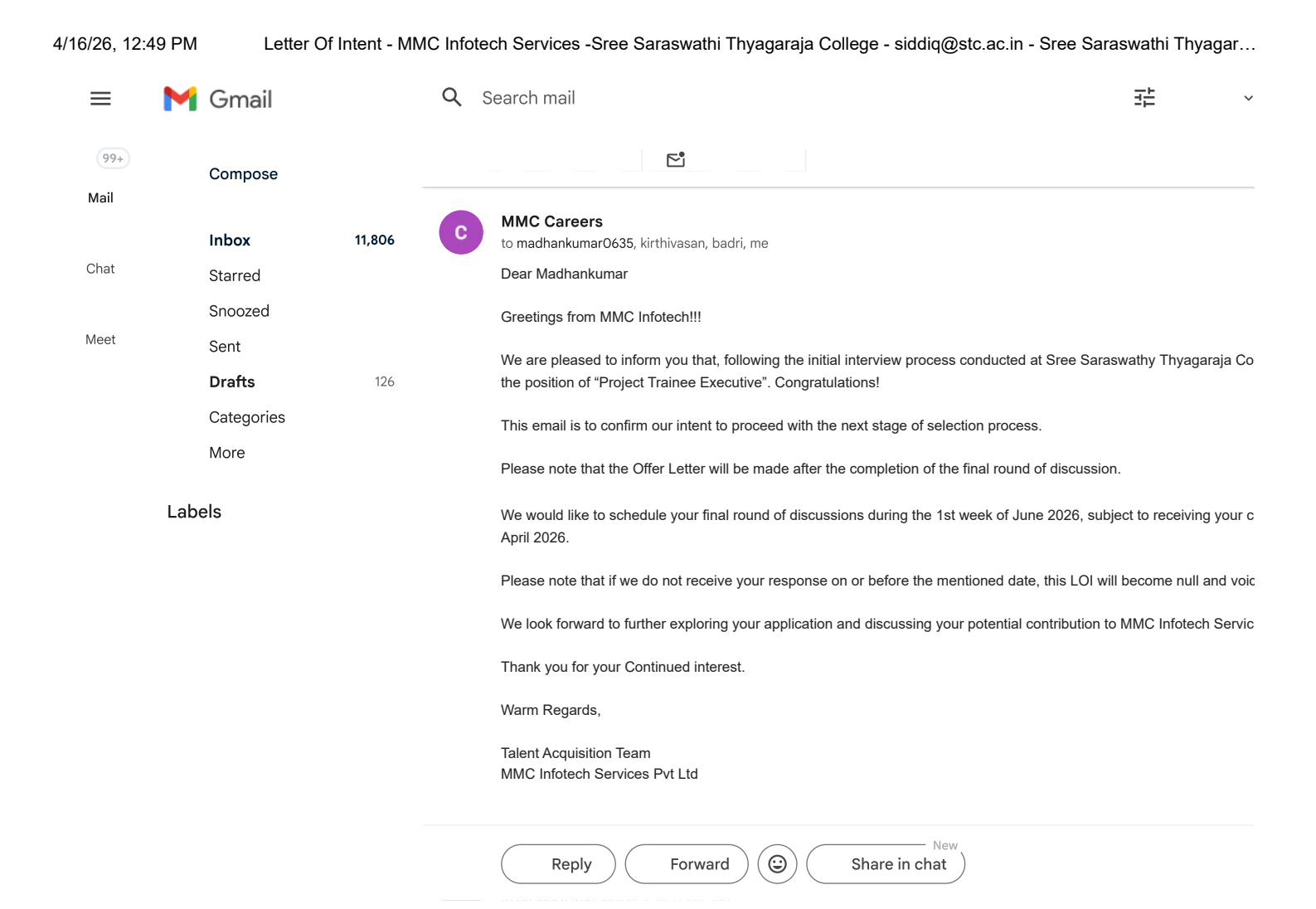
C
MMC Careers
to madhupriyakalingaraj2005, kirthivasan, badri, me
Dear Madhupriya .K
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
April 2026.
Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
Reply
Forward
New
Share in chat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Meet
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Inbox 11,806
Starred
Snoozed
Sent
Drafts 126
Categories
More
Labels
C
MMC Careers
to madhankumar0635, kirthivasan, badri, me
Dear Madhankumar
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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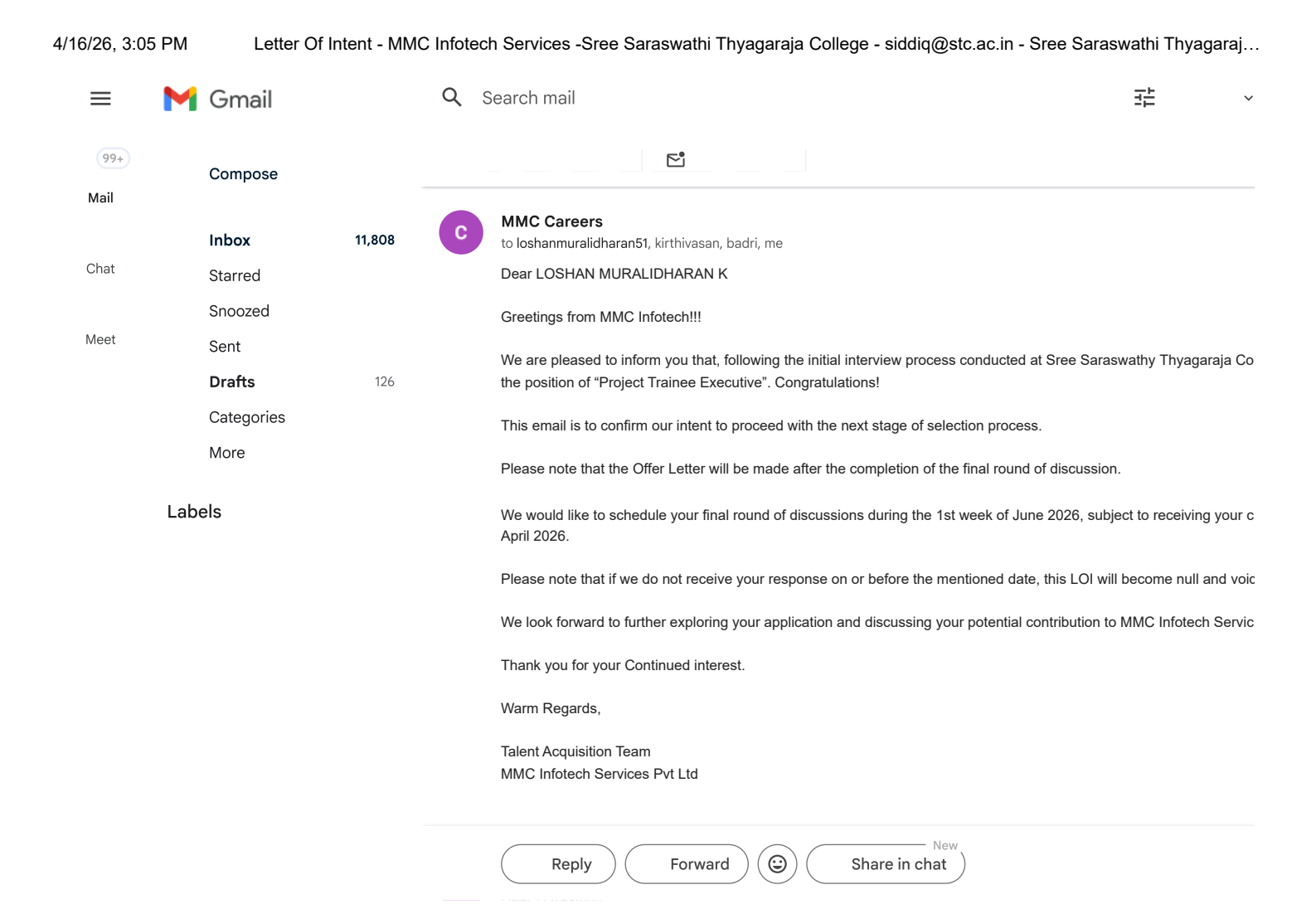
Gmail
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99+
Mail
Chat
Meet
Compose
Inbox 11,808
Starred
Snoozed
Sent
Drafts 126
Categories
More
Labels
C
MMC Careers
to loshanmuralidharan51, kirthivasan, badri, me
Dear LOSHAN MURALIDHARAN K
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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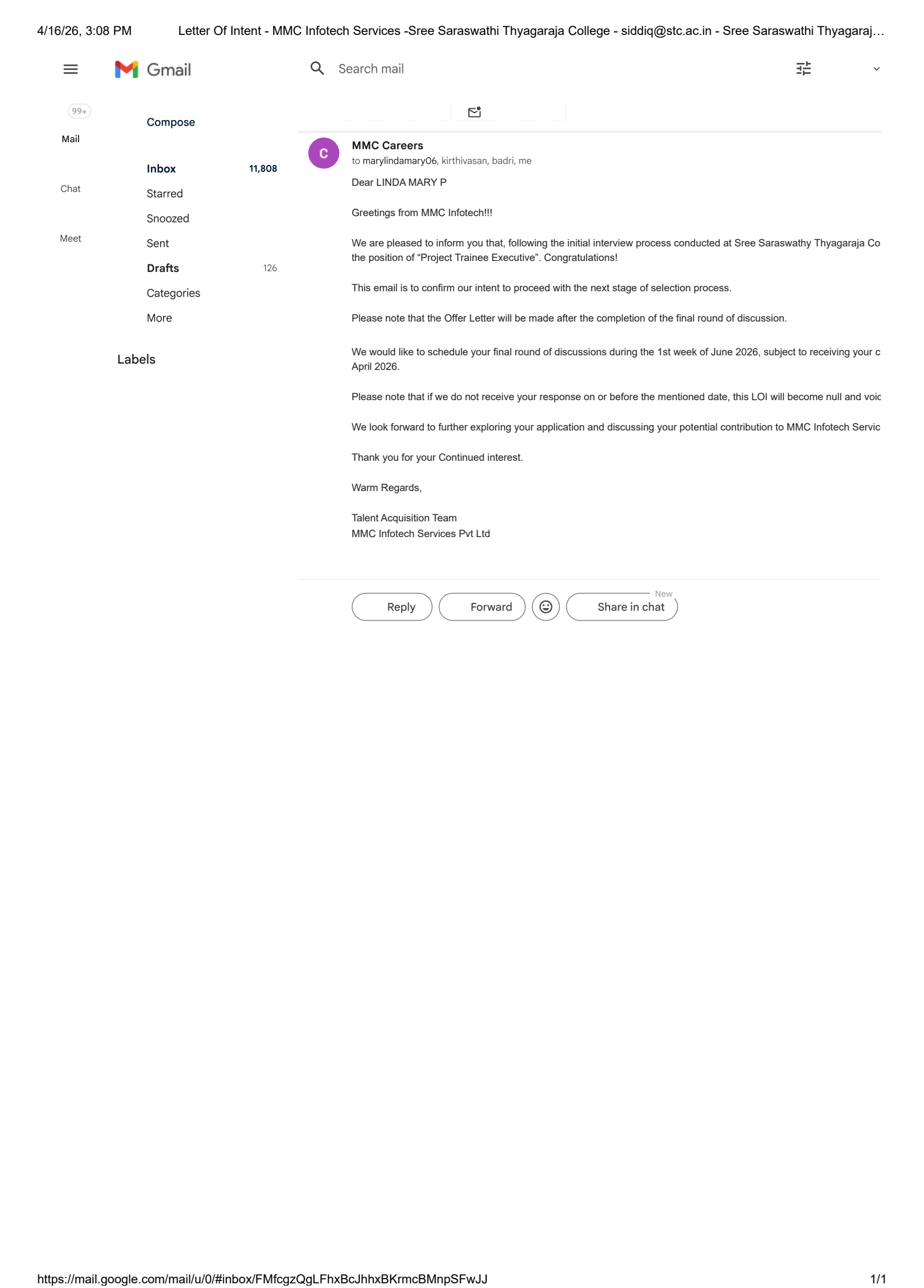
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MMC Careers
to marylindamary06, kirthivasan, badri, me
Dear LINDA MARY P
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
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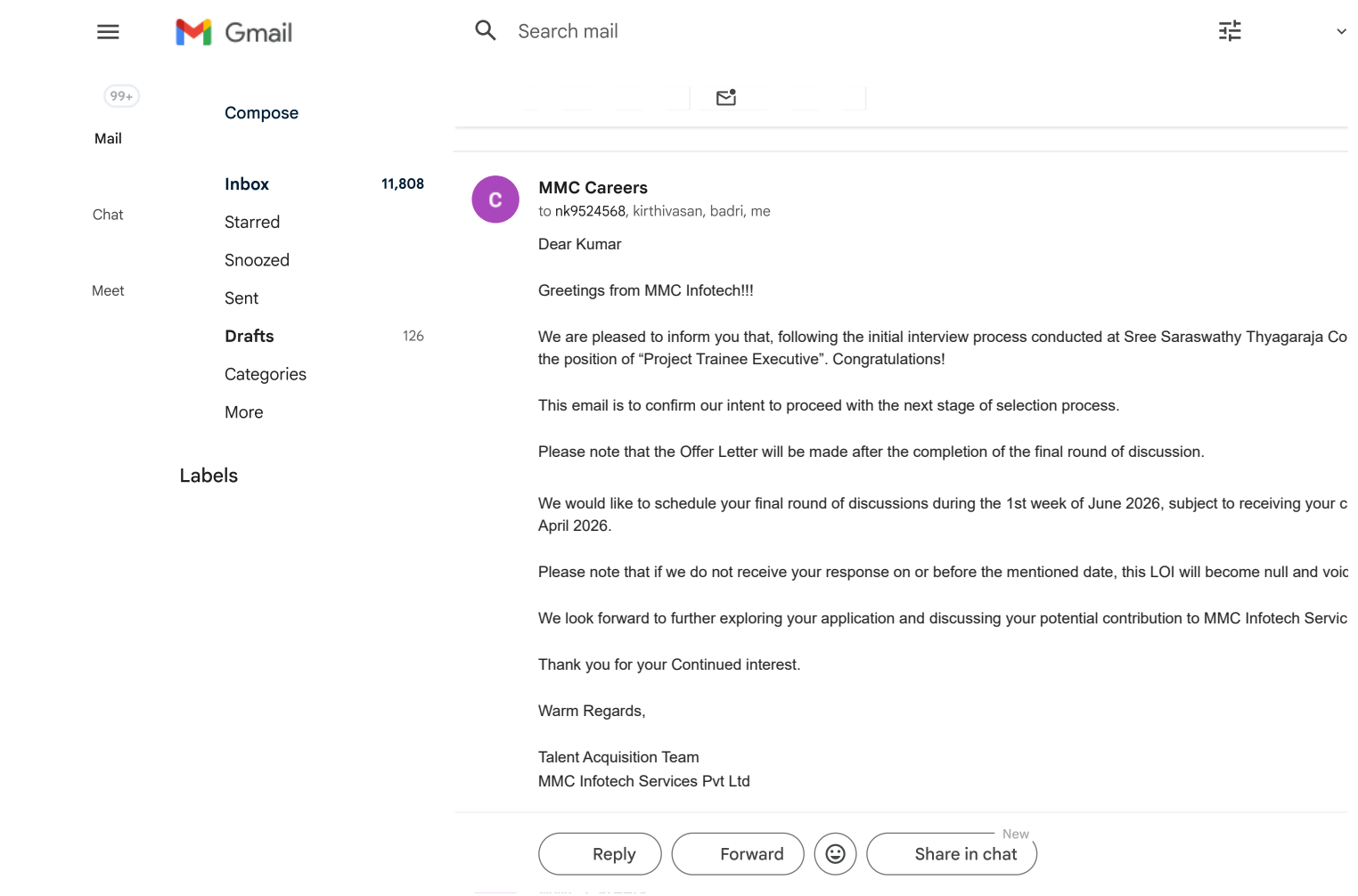
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MMC Careers
to nk9524568, kirthivasan, badri, me
Dear Kumar
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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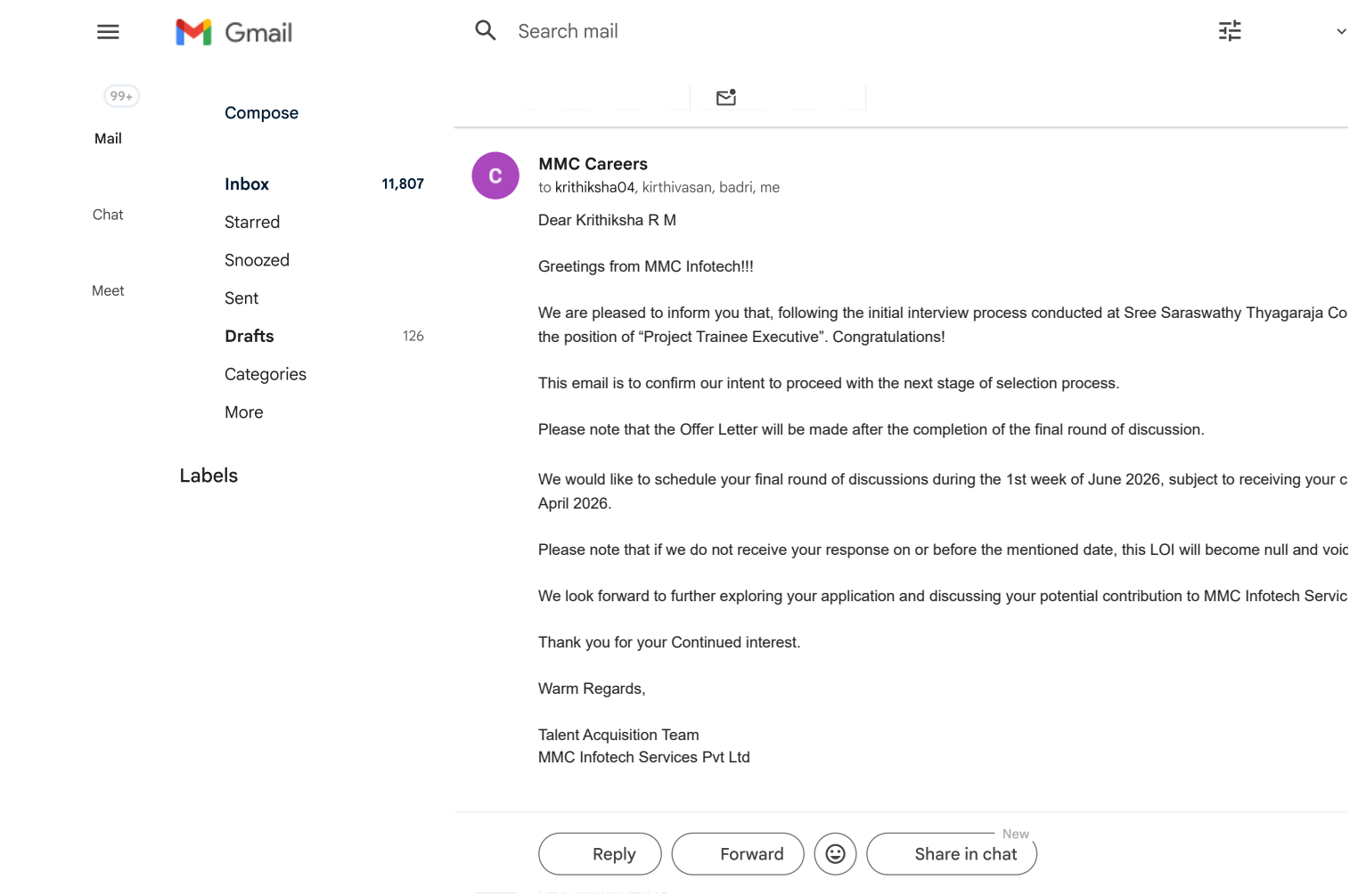
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MMC Careers
to krithiksha04, kirthivasan, badri, me
Dear Krithiksha R M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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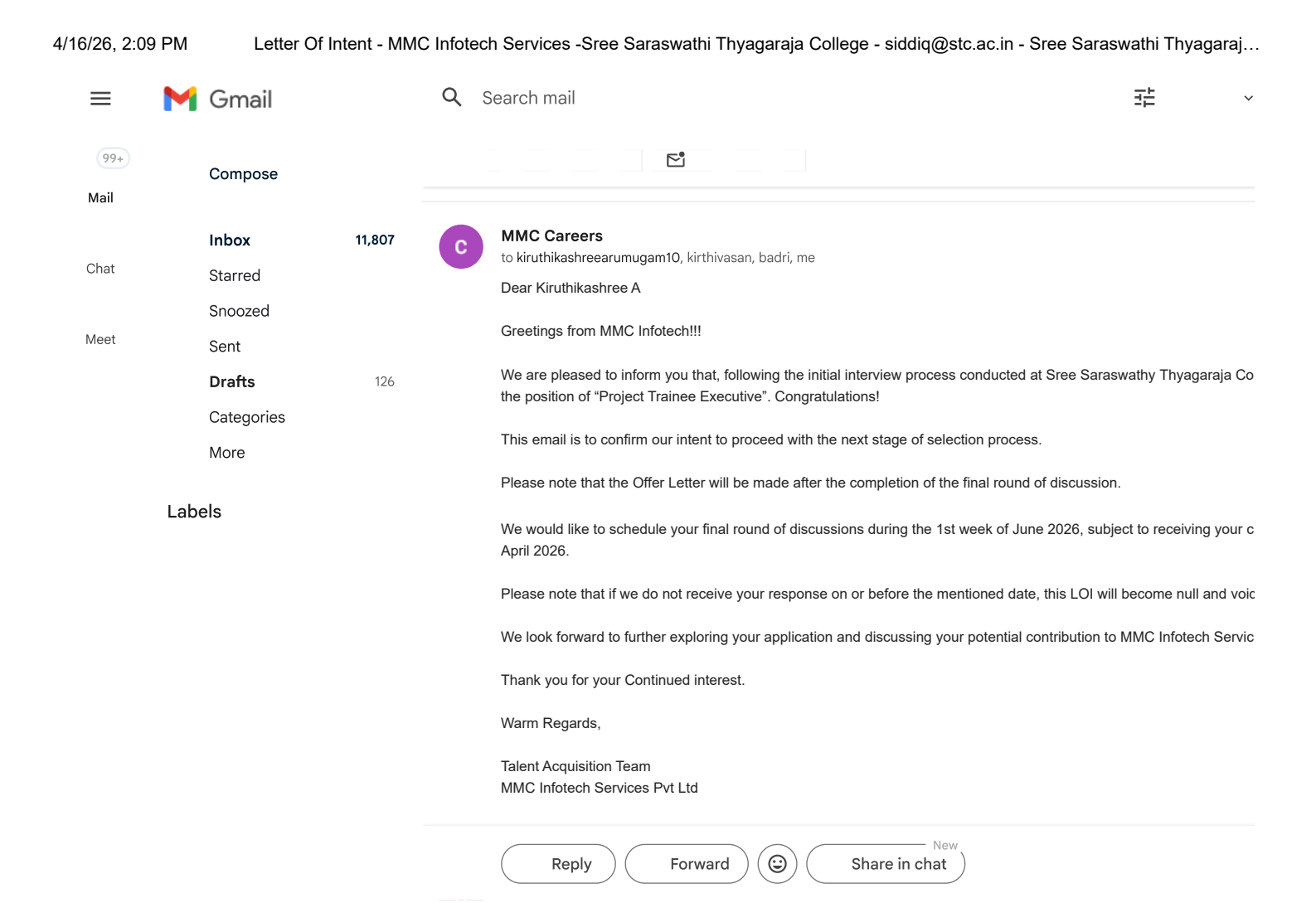

MMC Careers
to kiruthikashreearumugam10, kirthivasan, badri, me

Dear Kiruthikashree A

Greetings from MMC Infotech!!!

We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co the position of “Project Trainee Executive”. Congratulations!

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Warm Regards,

Talent Acquisition Team
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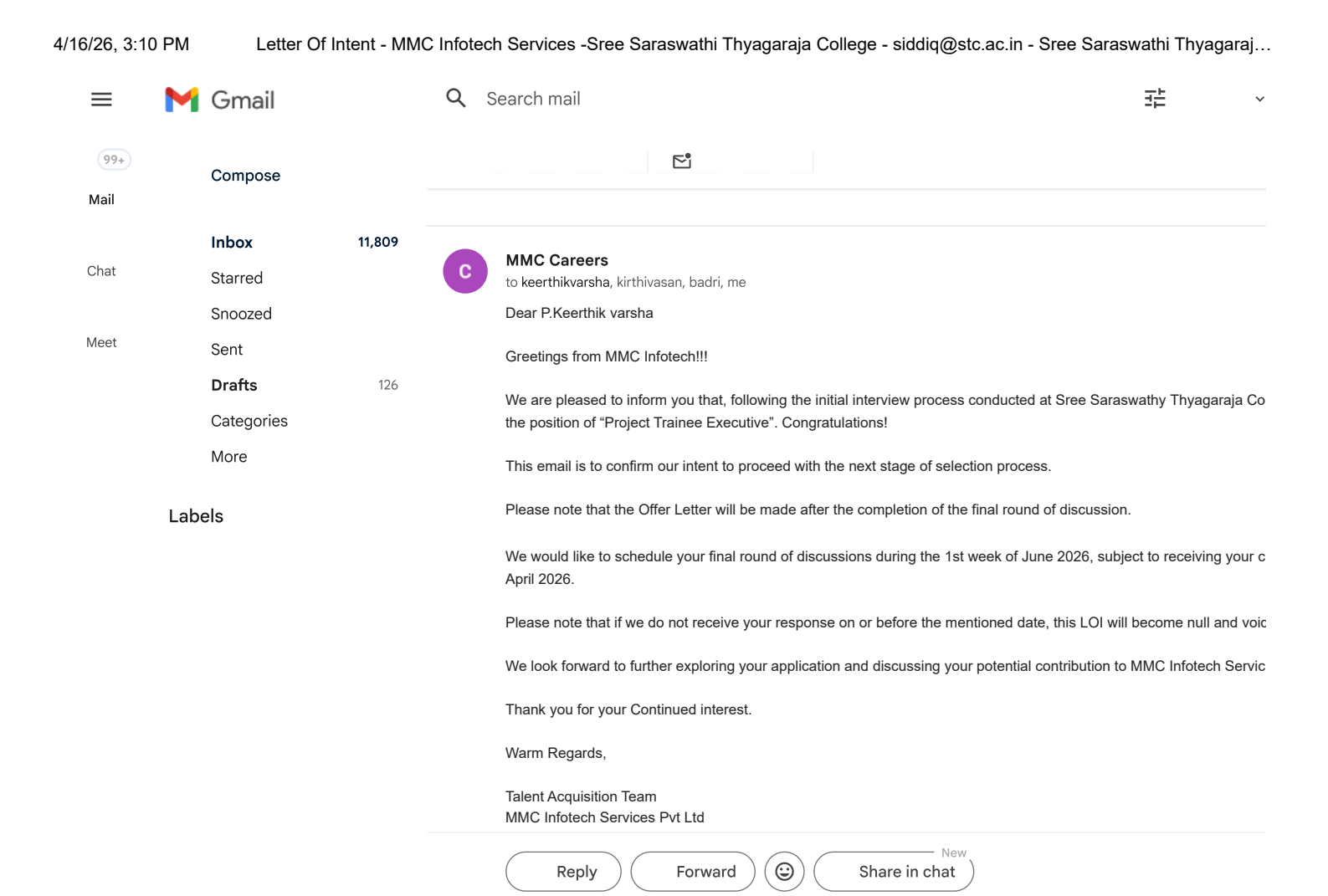

MMC Careers
to keerthikvarsha, kirthivasan, badri, me

Dear P.Keerthik varsha

Greetings from MMC Infotech!!!

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MMC Infotech Services Pvt Ltd

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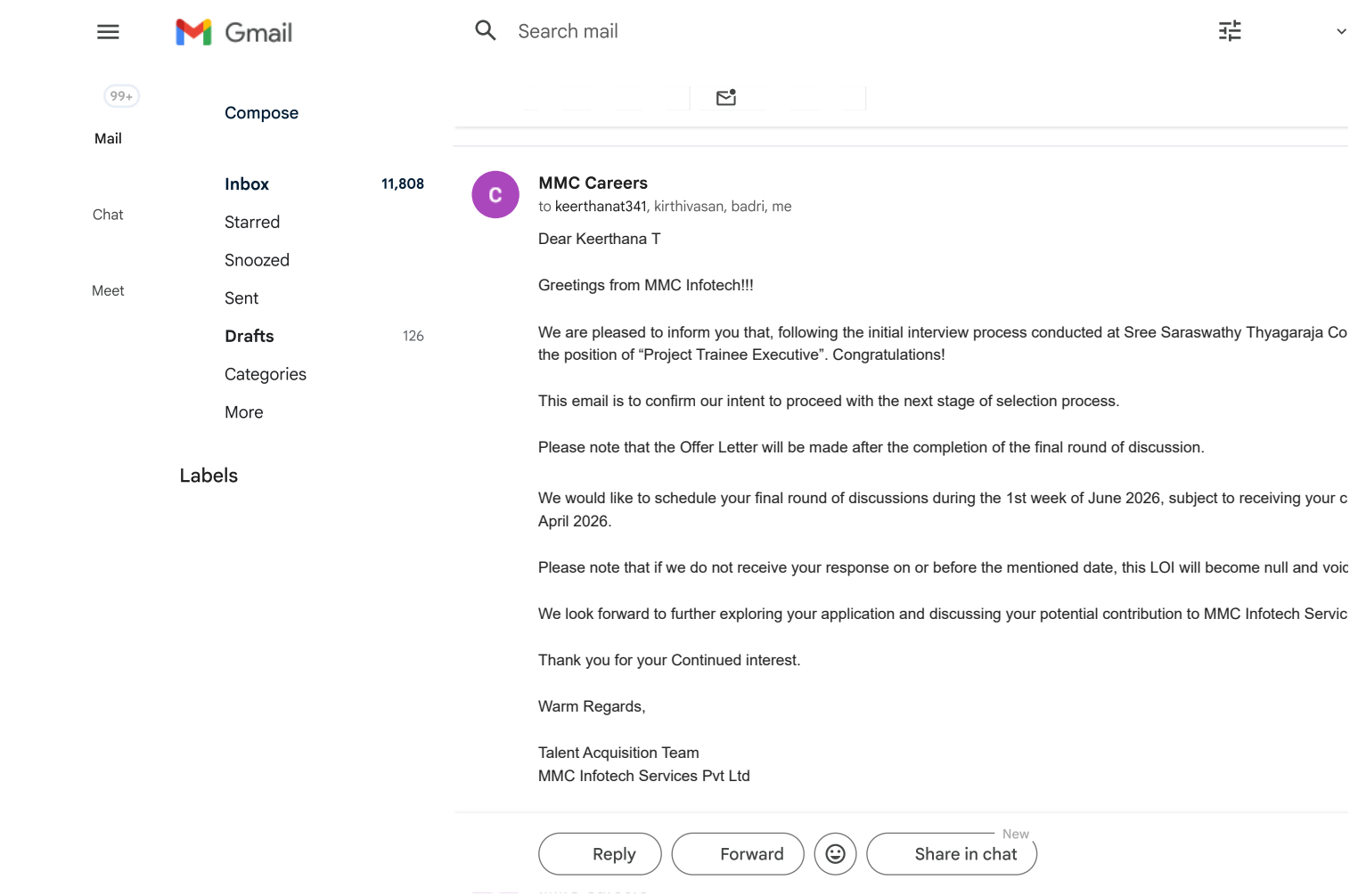

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MMC Careers
to keerthanat341, kirthivasan, badri, me

Dear Keerthana T

Greetings from MMC Infotech!!!

We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co the position of “Project Trainee Executive”. Congratulations!

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Warm Regards,

Talent Acquisition Team
MMC Infotech Services Pvt Ltd

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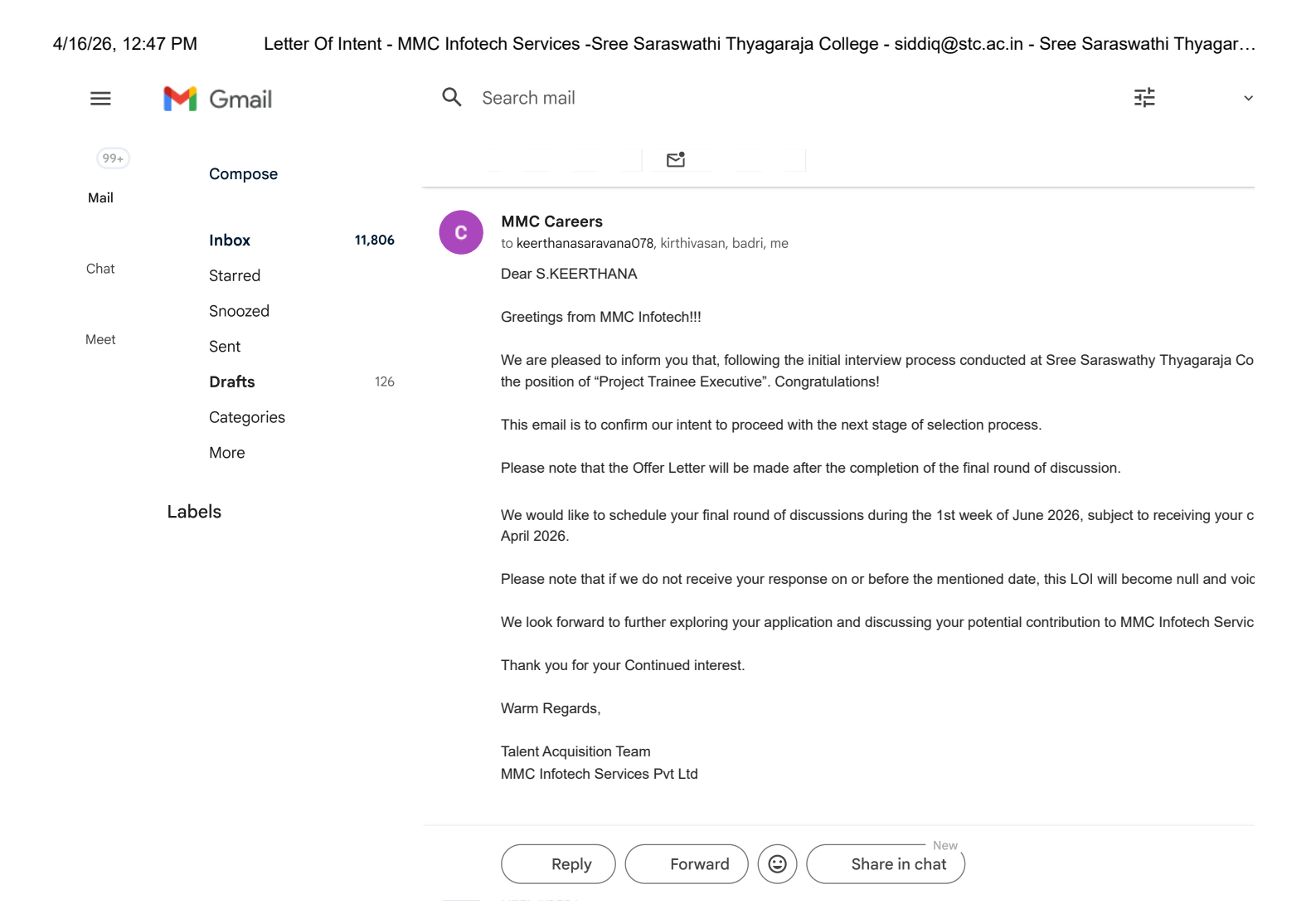
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MMC Careers
to keerthanasaravana078, kirthivasan, badri, me
Dear S.KEERTHANA
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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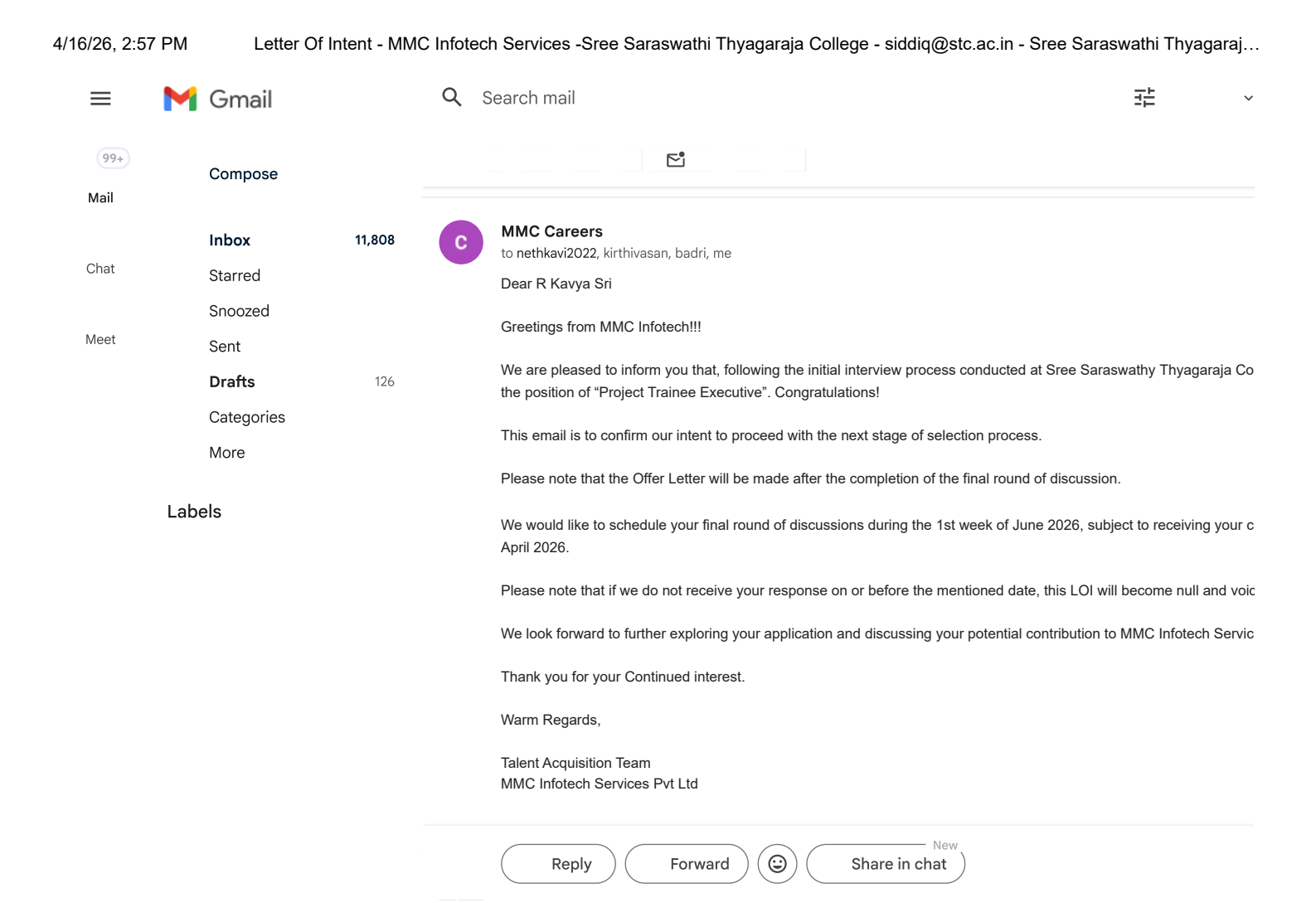
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MMC Careers
to nethkavi2022, kirthivasan, badri, me
Dear R Kavya Sri
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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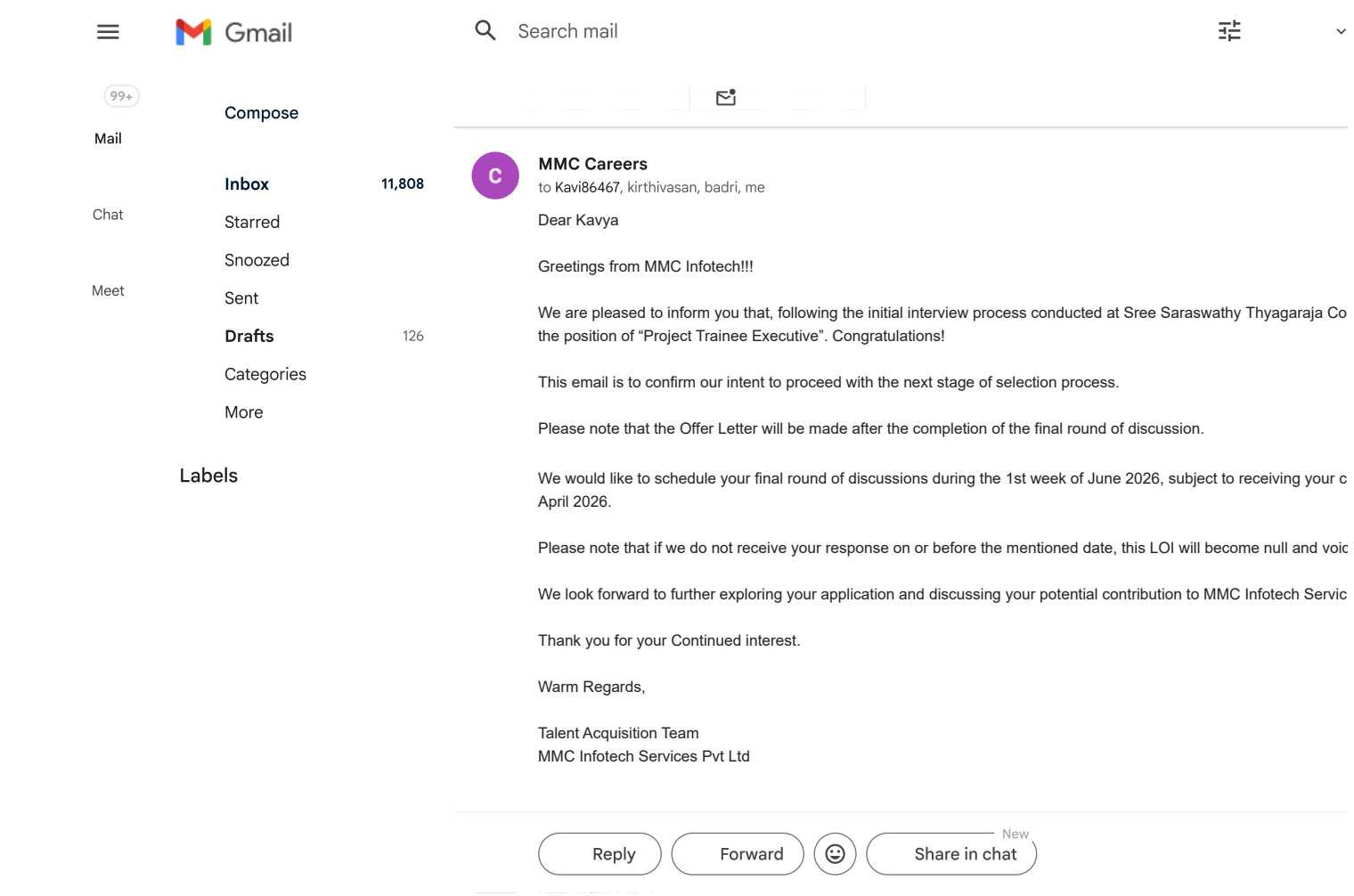
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MMC Careers
to Kavi86467, kirthivasan, badri, me
Dear Kavya
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Thank you for your Continued interest.
Warm Regards,
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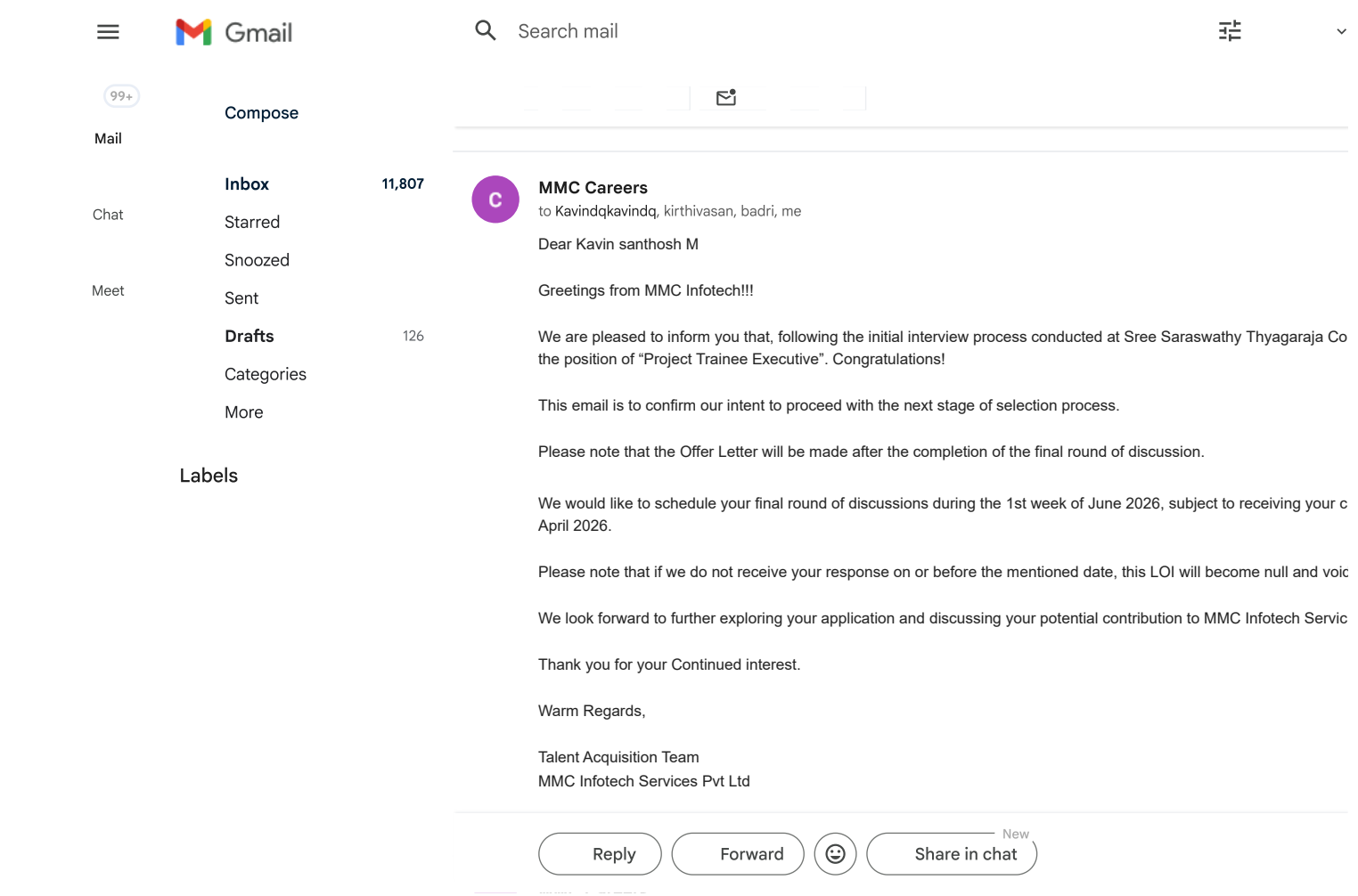
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MMC Careers
to Kavindqkavindq, kirthivasan, badri, me
Dear Kavin santhosh M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
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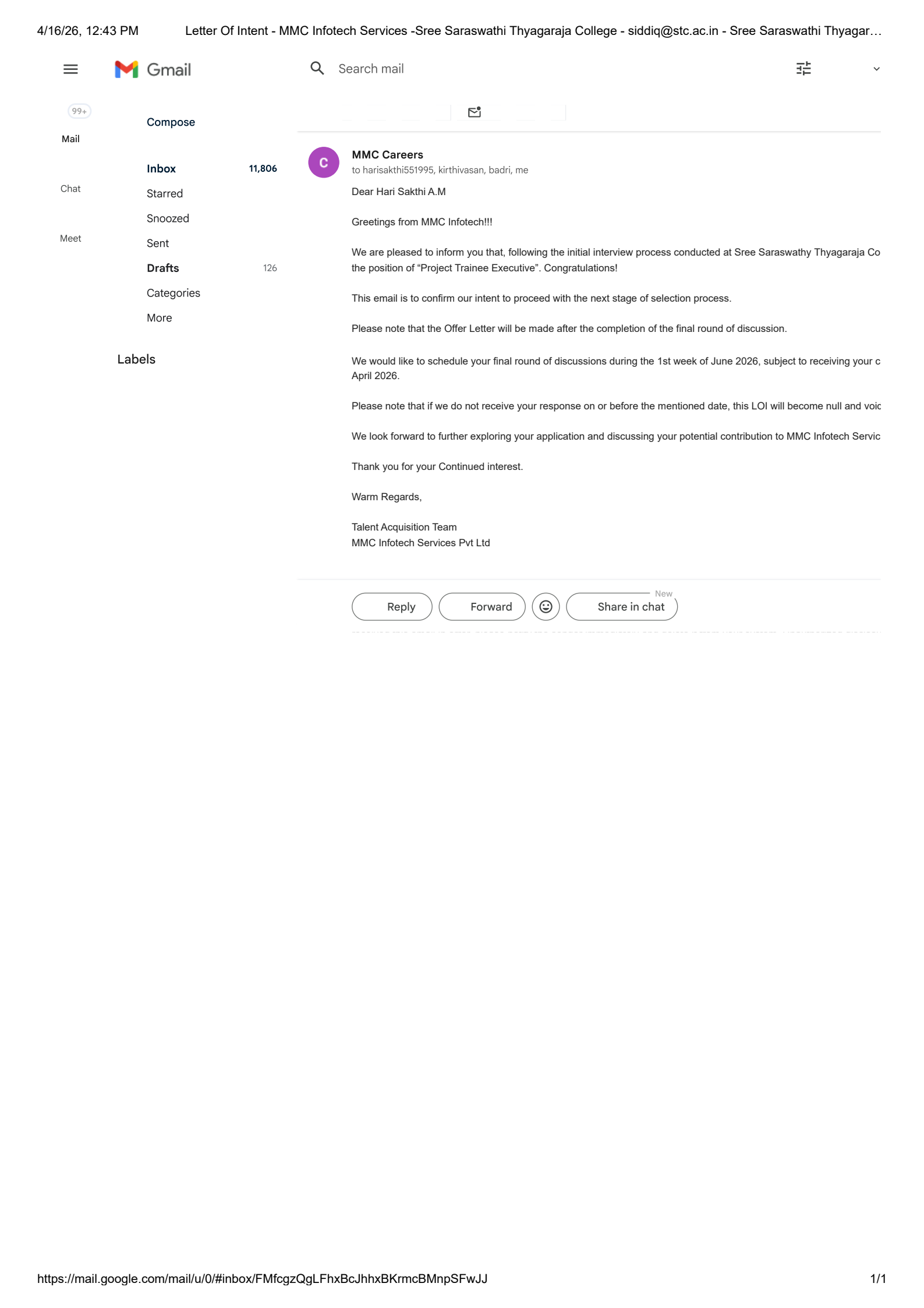
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MMC Careers
to harisakthi551995, kirthivasan, badri, me
Dear Hari Sakthi A.M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Thank you for your Continued interest.
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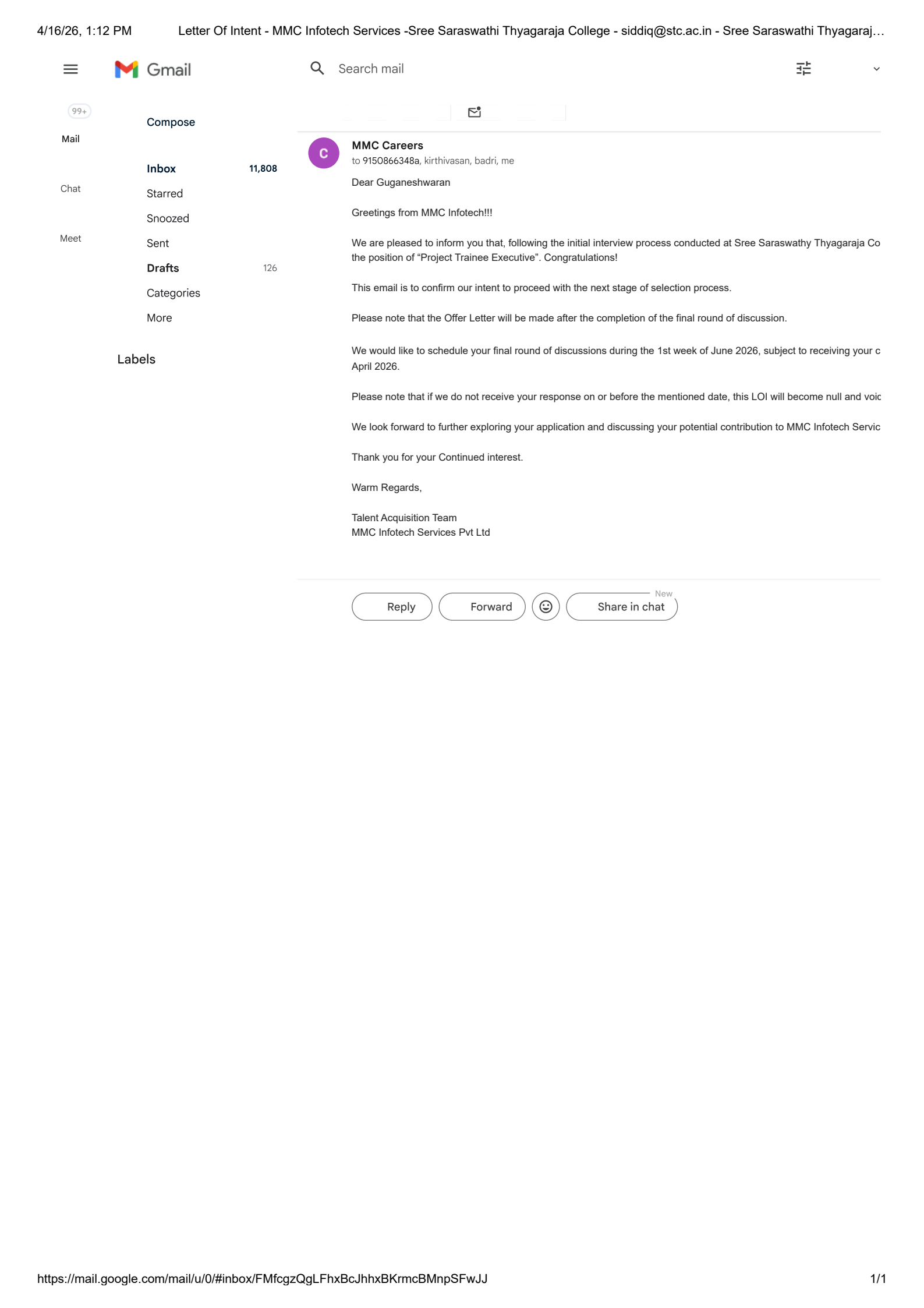
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MMC Careers
to 9150866348a, kirthivasan, badri, me
Dear Guganeshwaran
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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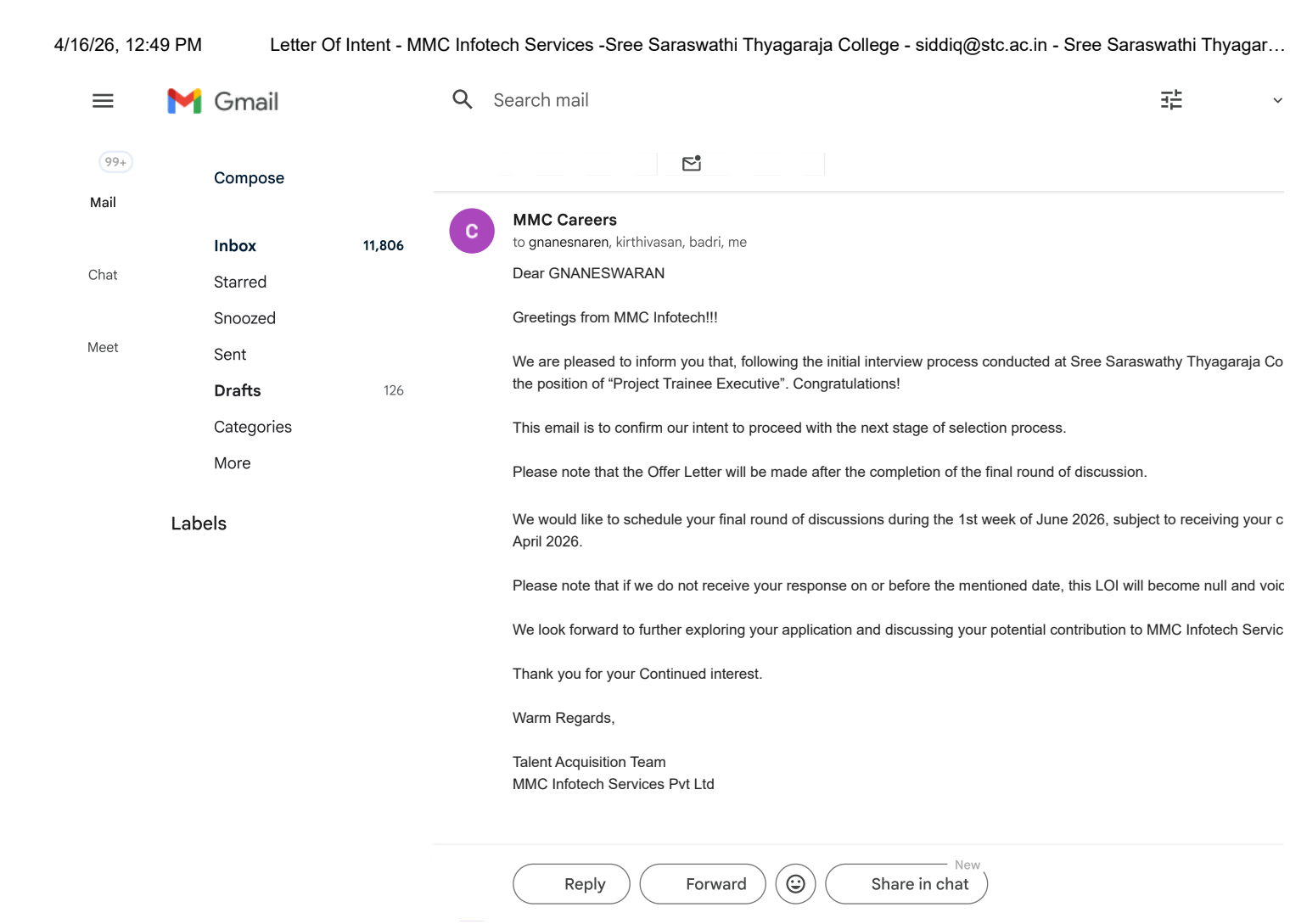
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MMC Careers
to gnanesnaren, kirthivasan, badri, me
Dear GNANESWARAN
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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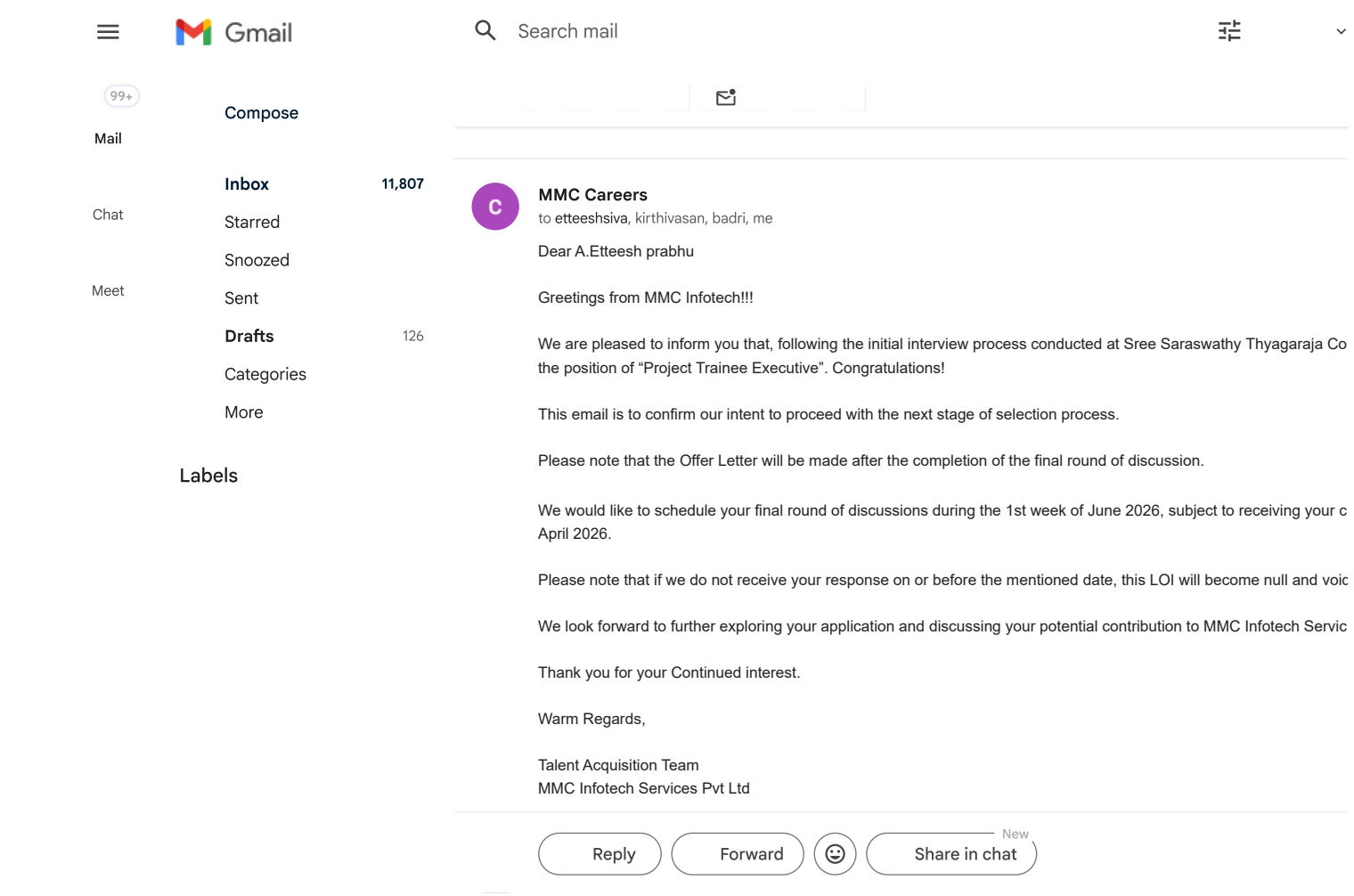

MMC Careers
to etteeshsiva, kirthivasan, badri, me

Dear A.Etteesh prabhu

Greetings from MMC Infotech!!!

We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co the position of “Project Trainee Executive”. Congratulations!

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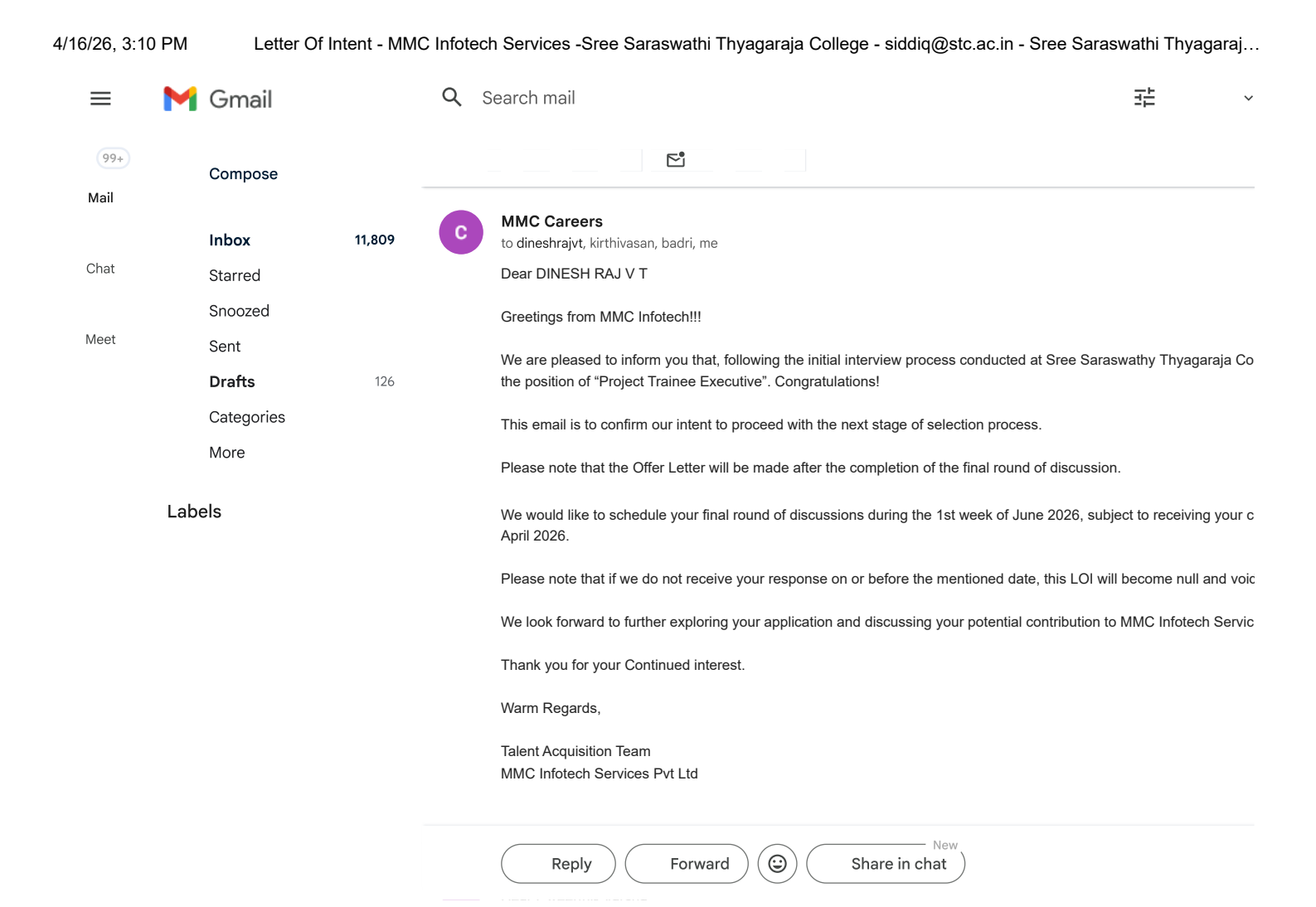
Thank you for your Continued interest.

Warm Regards,

Talent Acquisition Team
MMC Infotech Services Pvt Ltd



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MMC Careers
to dineshrajvt, kirthivasan, badri, me

Dear DINESH RAJ V T

Greetings from MMC Infotech!!!

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Thank you for your Continued interest.

Warm Regards,

Talent Acquisition Team
MMC Infotech Services Pvt Ltd

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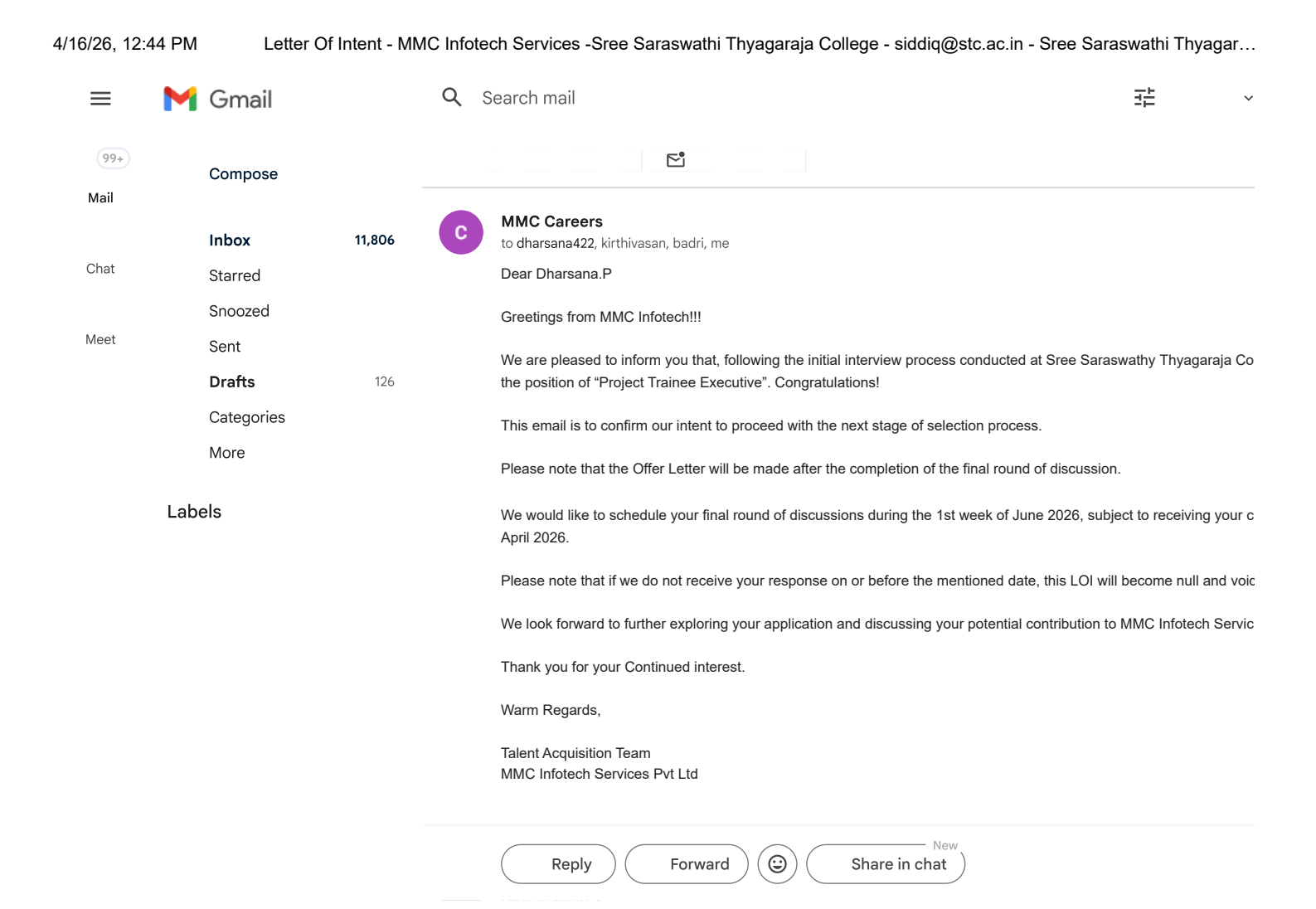
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MMC Careers
to dharsana422, kirthivasan, badri, me
Dear Dharsana.P
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
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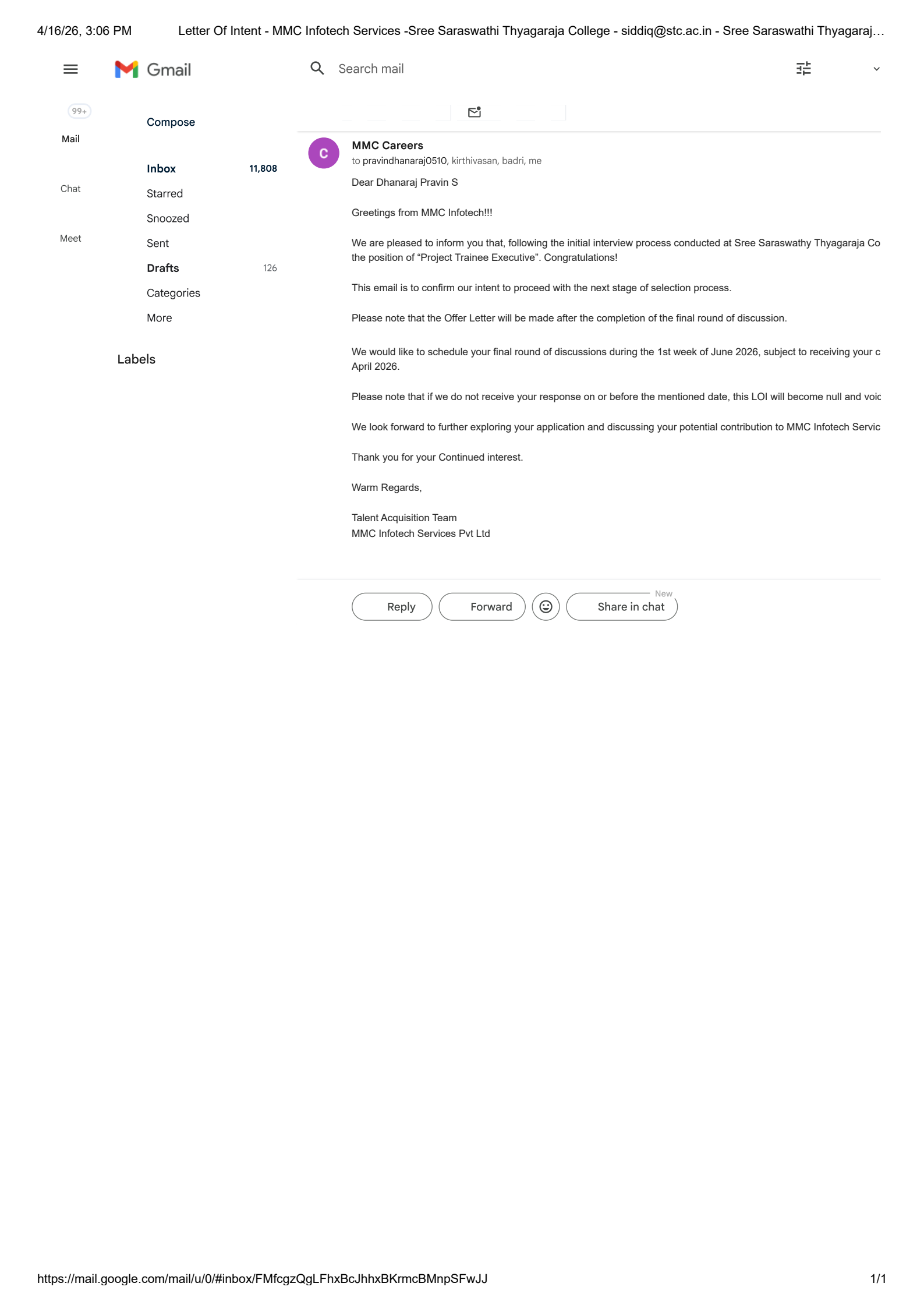
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MMC Careers
to pravindhanaraj0510, kirthivasan, badri, me
Dear Dhanaraj Pravin S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
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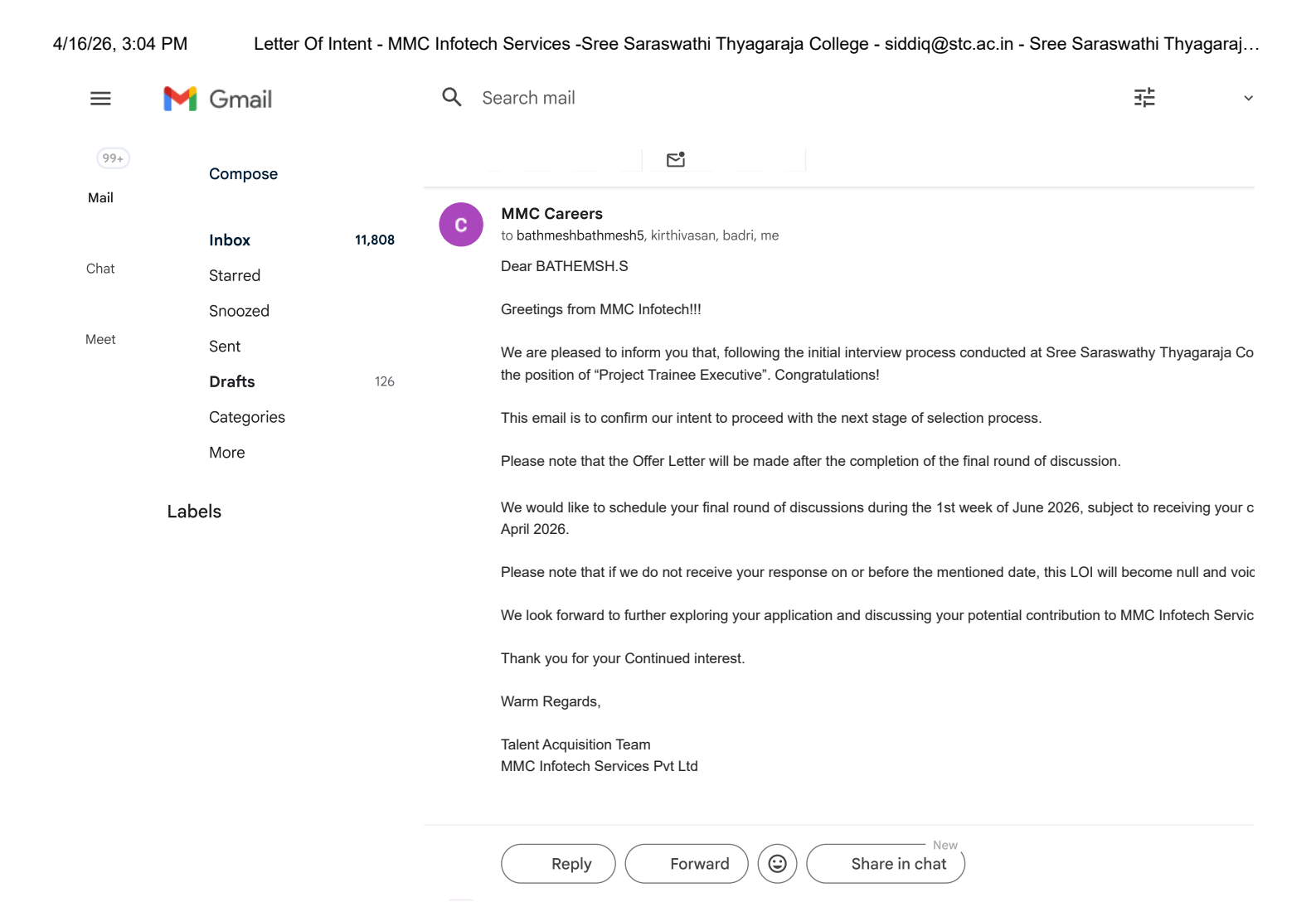
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MMC Careers
to bathmeshbathmesh5, kirthivasan, badri, me
Dear BATHEMSH.S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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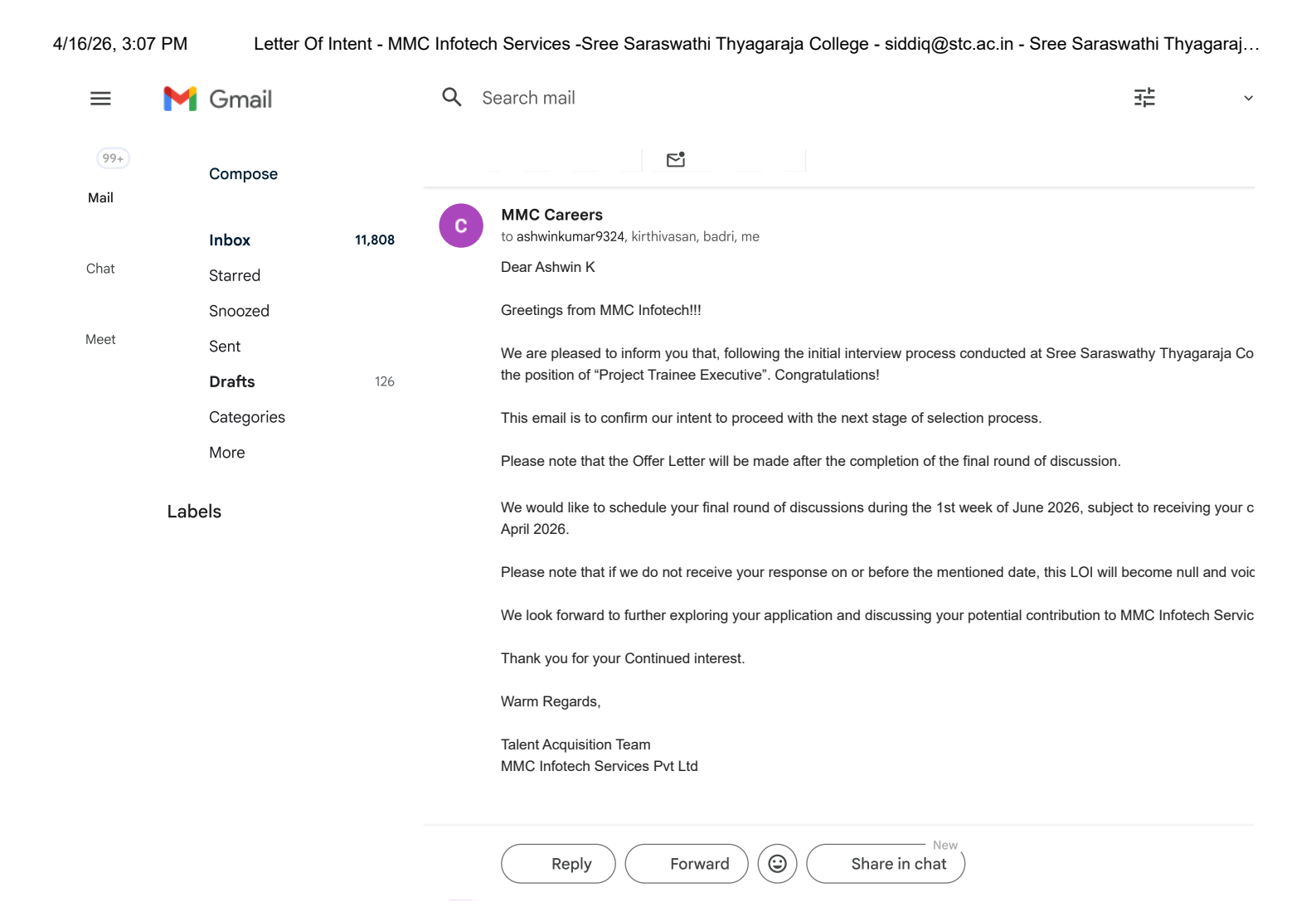
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MMC Careers
to ashwinkumar9324, kirthivasan, badri, me
Dear Ashwin K
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
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We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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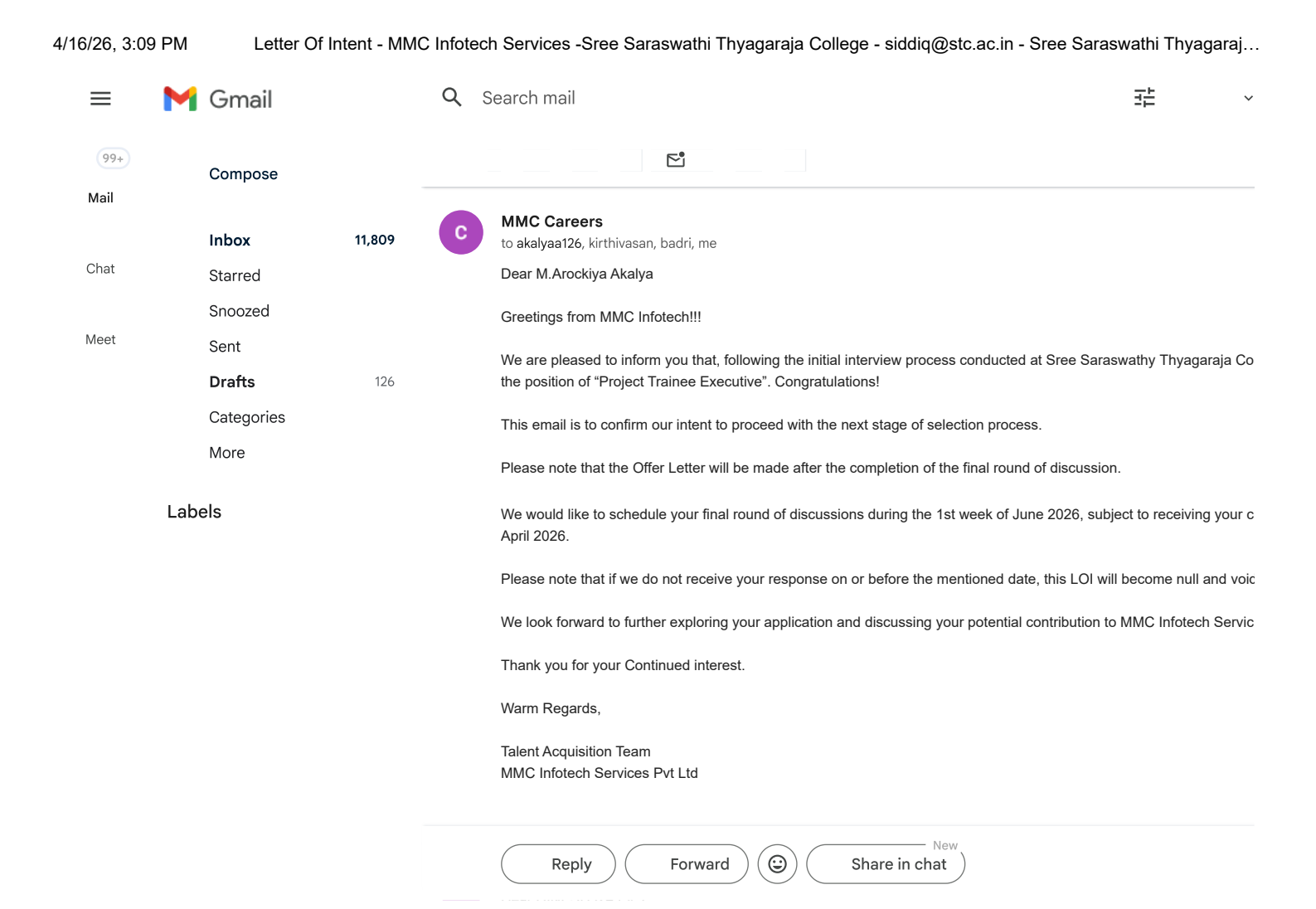
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MMC Careers
to akalyaa126, kirthivasan, badri, me
Dear M.Arockiya Akalya
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
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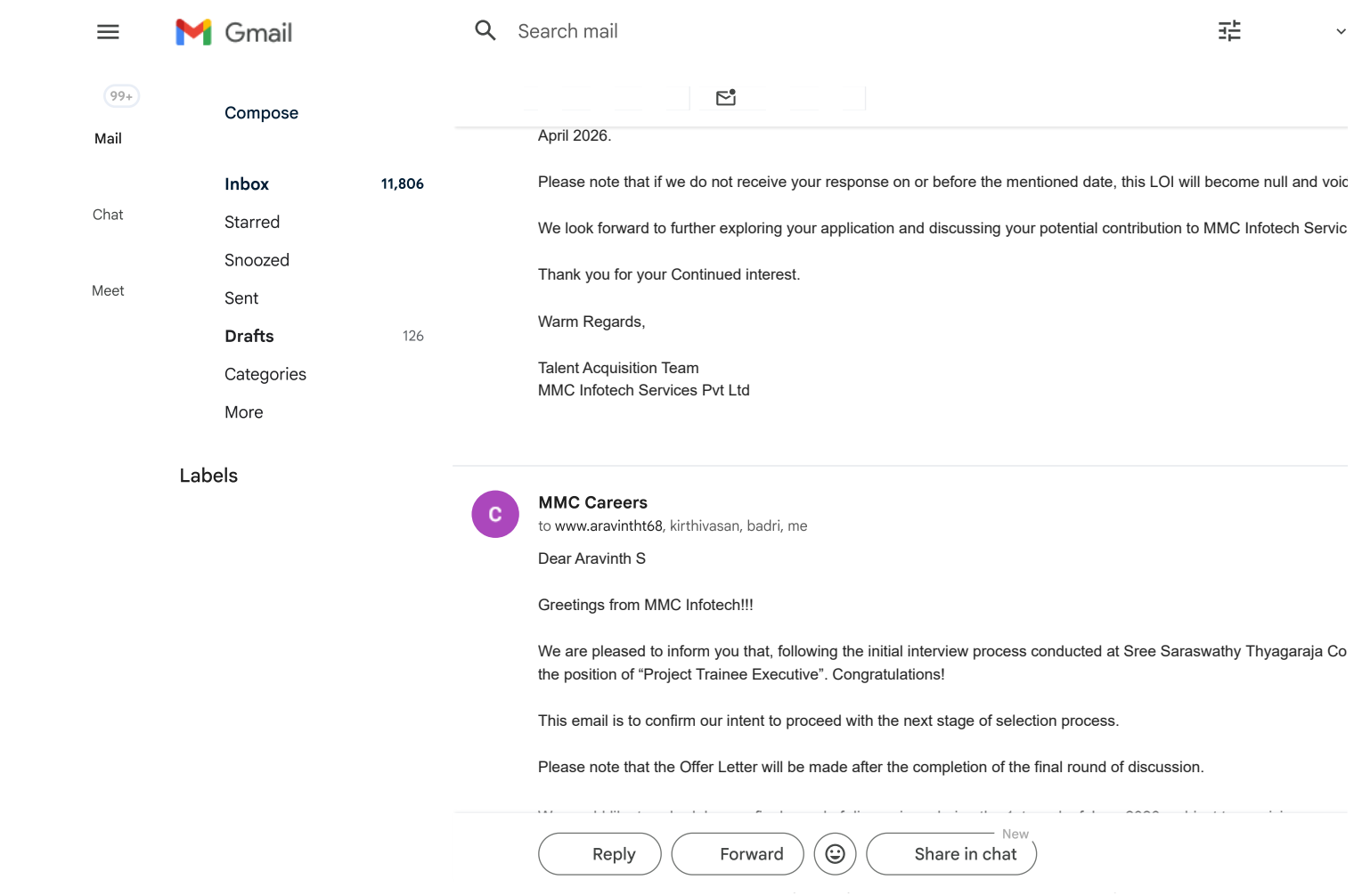
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
C
MMC Careers
to www.aravintht68, kirthivasan, badri, me
Dear Aravinth S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
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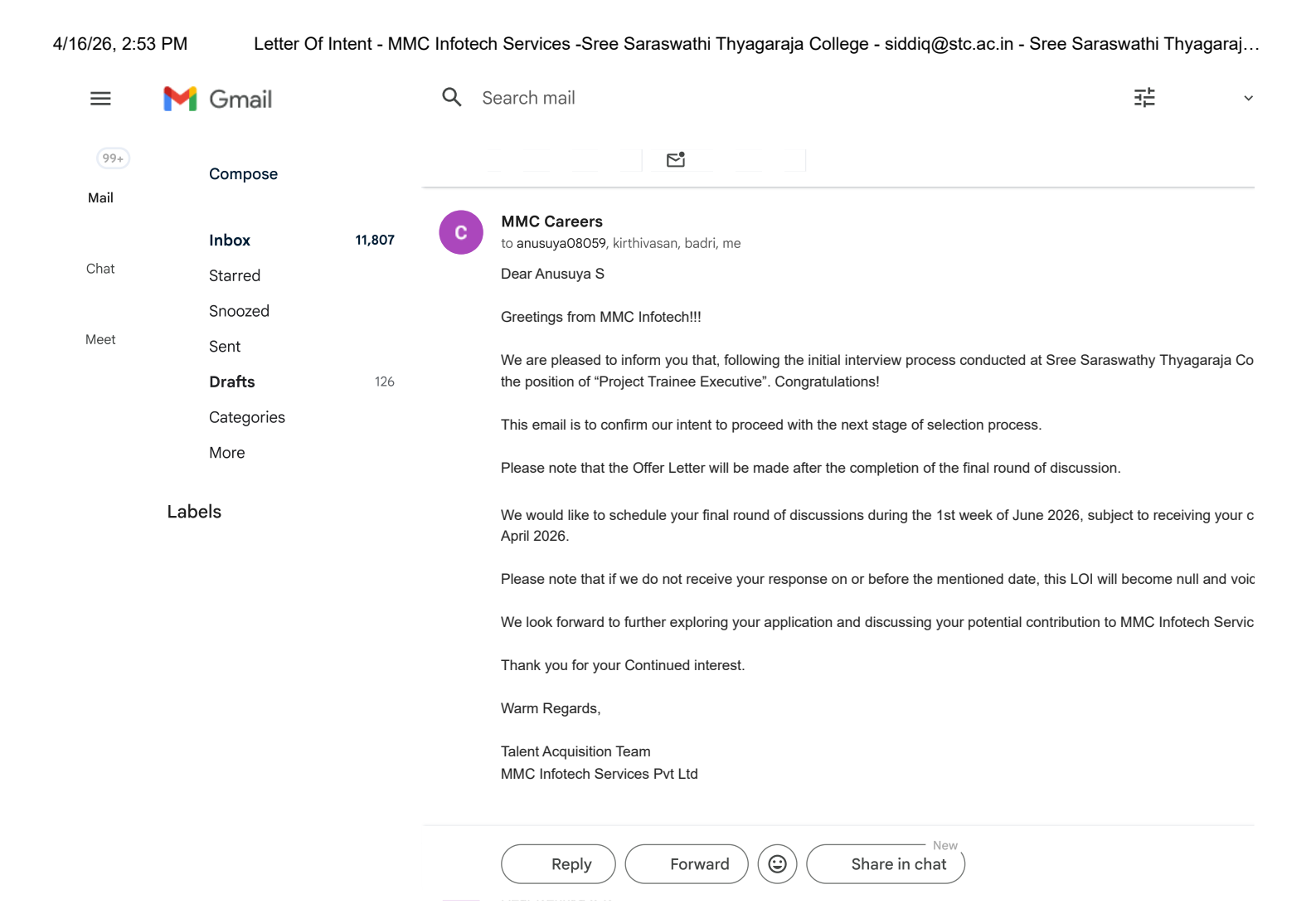
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MMC Careers
to anusuya08059, kirthivasan, badri, me
Dear Anusuya S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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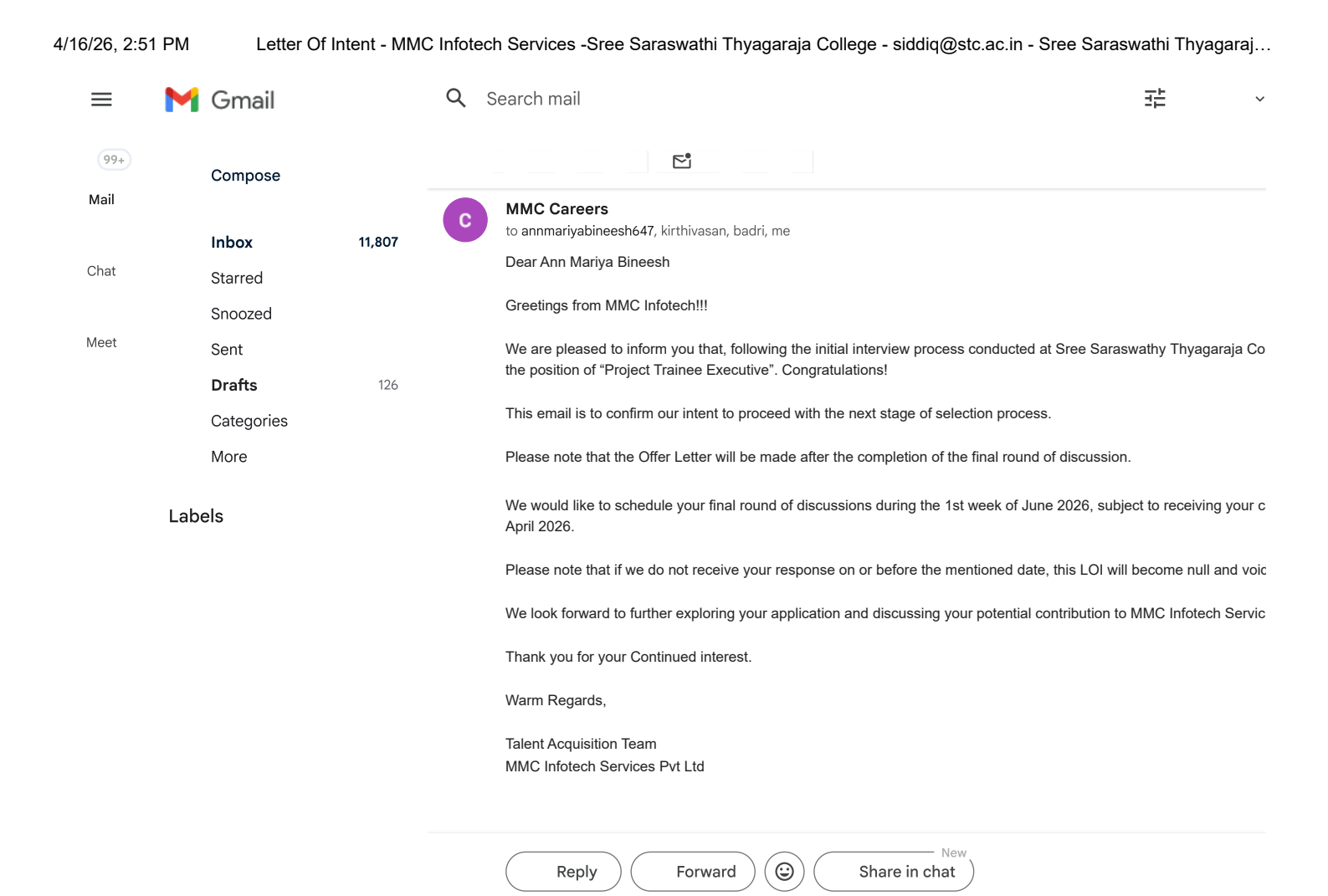
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MMC Careers
to annmariyabineesh647, kirthivasan, badri, me
Dear Ann Mariya Bineesh
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Talent Acquisition Team
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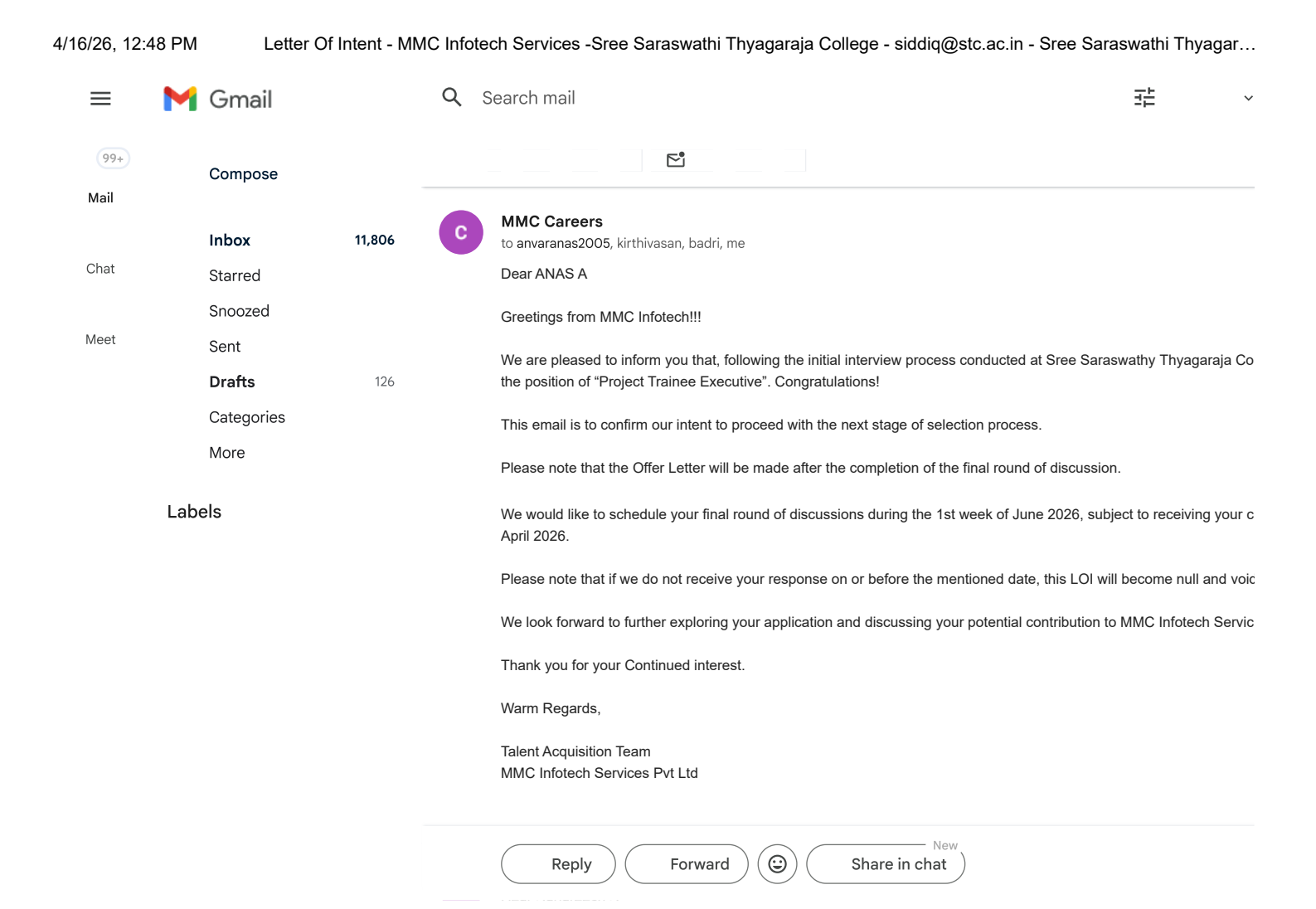
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MMC Careers
to anvaranas2005, kirthivasan, badri, me
Dear ANAS A
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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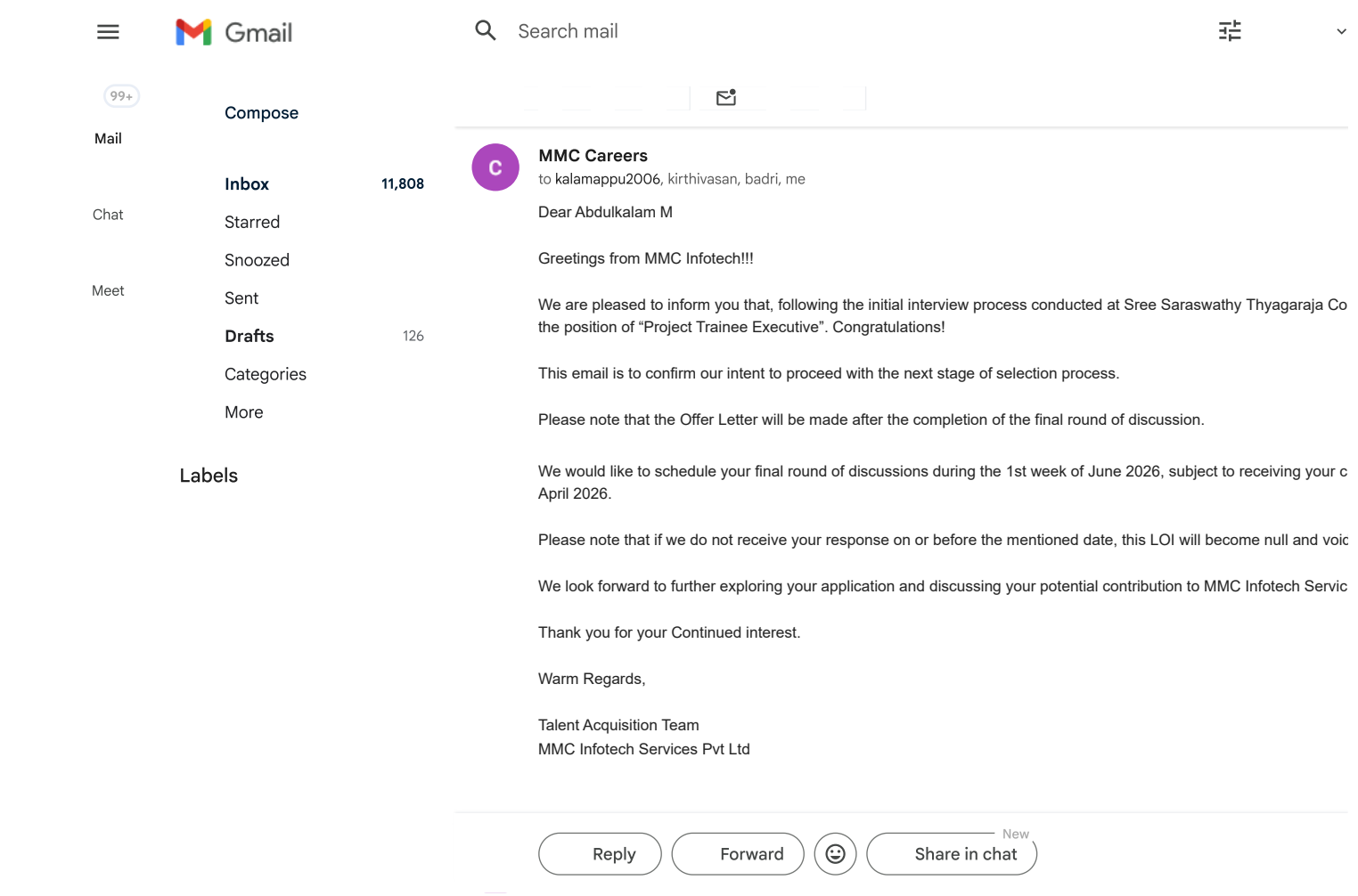
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MMC Careers
to kalamappu2006, kirthivasan, badri, me
Dear Abdulkalam M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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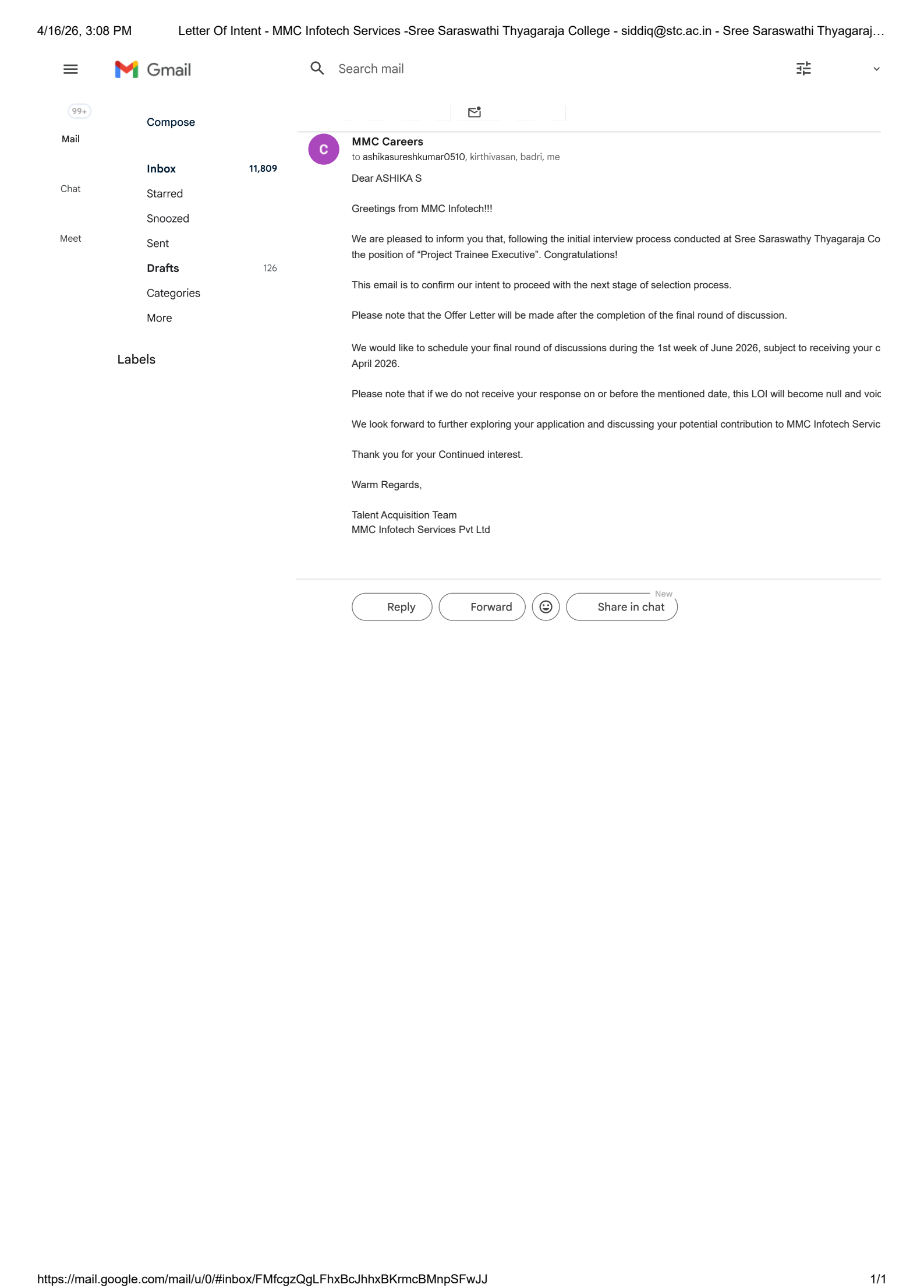
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MMC Careers
to ashikasureshkumar0510, kirthivasan, badri, me
Dear ASHIKA S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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Joyalukkas
World's favourite jeweller

To,
Mr. VISHNU PRASAD K

Sub: Appointment for the Position of Trainee – Retail Sales

Dear VISHNU PRASAD K

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the COIMBATORE CROSSCUT branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

JOYALUKKAS INDIA LIMITED BENGALURU

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(Formerly known as 'Joyalukkas India Private Limited')
5/309-3, Fathima Nagar, Mission Quarters,
Thrissur, Kerala, India- 680005
Tel: 0487 2329222
E-mail: customercare@joyalukkas.com
Website: www.joyalukkas.com
CIN : U51398KL2002PLC015372

Corporate Office: Joyalukkas India Limited, 909 Lavelle, 19th floor, 135, Lavelle Road, Shanthala Nagar, Sampangi Rama Nagar, Bengaluru, Karnataka-560001. Tel: 080 49174000

- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	VISHNU PRASAD K	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	COIMBATORE CROSSCUT	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. VIGNESH M

Sub: Appointment for the Position of Trainee – Retail Sales

Dear VIGNESH M

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the SALEM branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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Website: www.joyalukkas.com
CIN : U51398KL2002PLC015372

- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

JOYALUKKAS INDIA LIMITED BENGALURU

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	VIGNESH M	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	SALEM	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. S SURIYA

Sub: Appointment for the Position of Trainee – Retail Sales

Dear S SURIYA

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the VELACHERY-1, CHENNAI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	S SURIYA	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-1, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. RAMKUMAR N

Sub: Appointment for the Position of Trainee – Retail Sales

Dear RAMKUMAR N

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the THIRUNELVELI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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Website: www.joyalukkas.com
CIN : U51398KL2002PLC015372

Corporate Office: Joyalukkas India Limited, 909 Lavelle, 19th floor, 135, Lavelle Road, Shanthala Nagar, Sampangi Rama Nagar, Bengaluru, Karnataka-560001. Tel: 080 49174000

- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	RAMKUMAR N	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	THIRUNELVELI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. NAVEEN PRASATH

Sub: Appointment for the Position of Trainee – Retail Sales

Dear NAVEEN PRASATH

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the THIRUNELVELI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	NAVEEN PRASATH	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	THIRUNELVELI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. MUGESH KUMAR

Sub: Appointment for the Position of Trainee – Retail Sales

Dear MUGESH KUMAR

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the TIRUPPUR branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	MUGESH KUMAR	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	TIRUPPUR	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. DINESH RAJ VT

Sub: Appointment for the Position of Trainee – Retail Sales

Dear DINESH RAJ VT

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the VELACHERY-1, CHENNAI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	DINESH RAJ VT	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-1, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. CHELLADURAI M

Sub: Appointment for the Position of Trainee – Retail Sales

Dear CHELLADURAI M

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the VELACHERY-2, CHENNAI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
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- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	CHELLADURAI M	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-2, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. ARUNKUMAR.....

Sub: Appointment for the Position of Trainee – Retail Sales

Dear ARUNKUMAR.....

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the .....VELACHERY-2, CHENNAI.....branch, on 01-05-2026....., where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
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- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
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- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

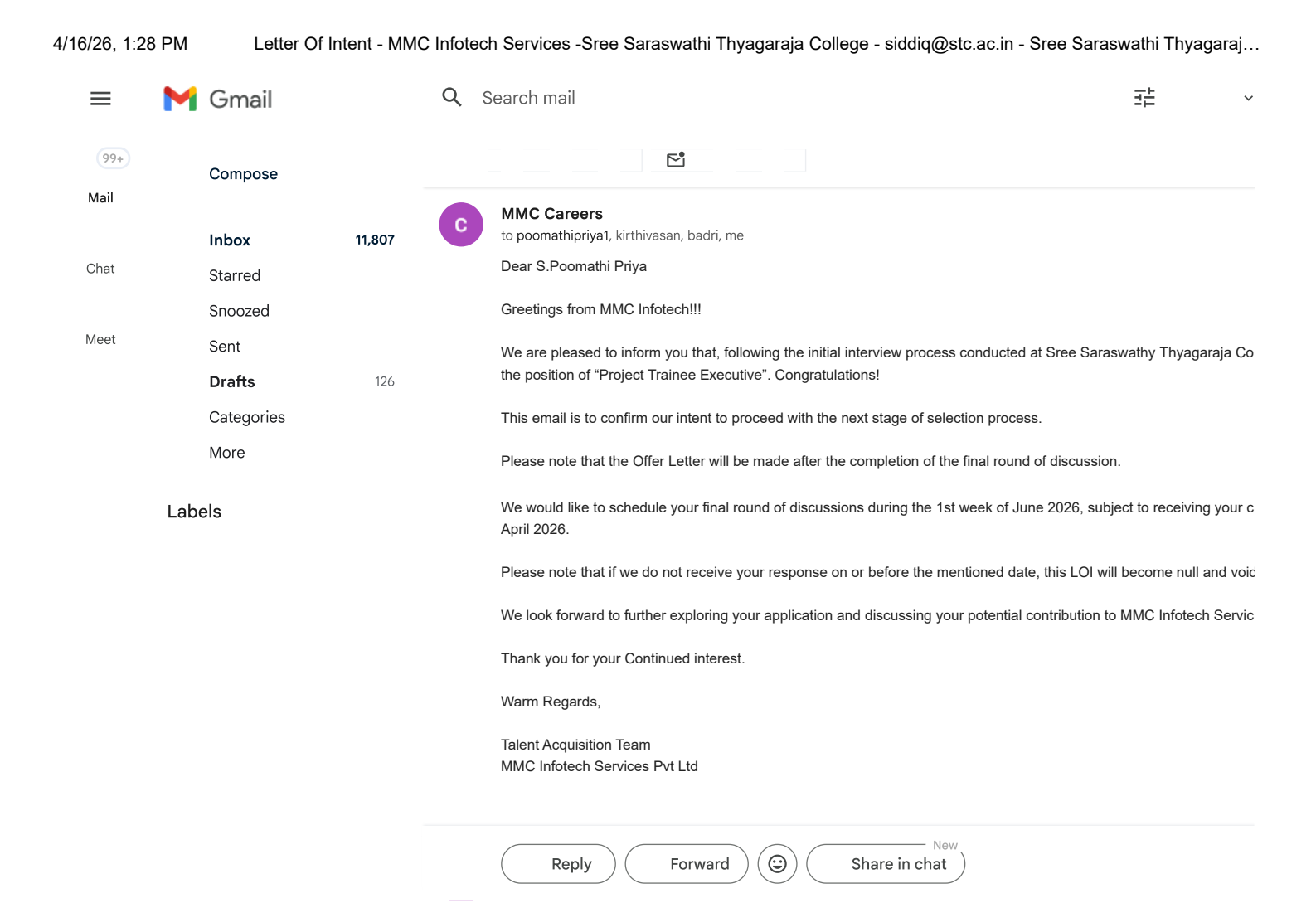
Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	ARUNKUMAR	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-2, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*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Categories
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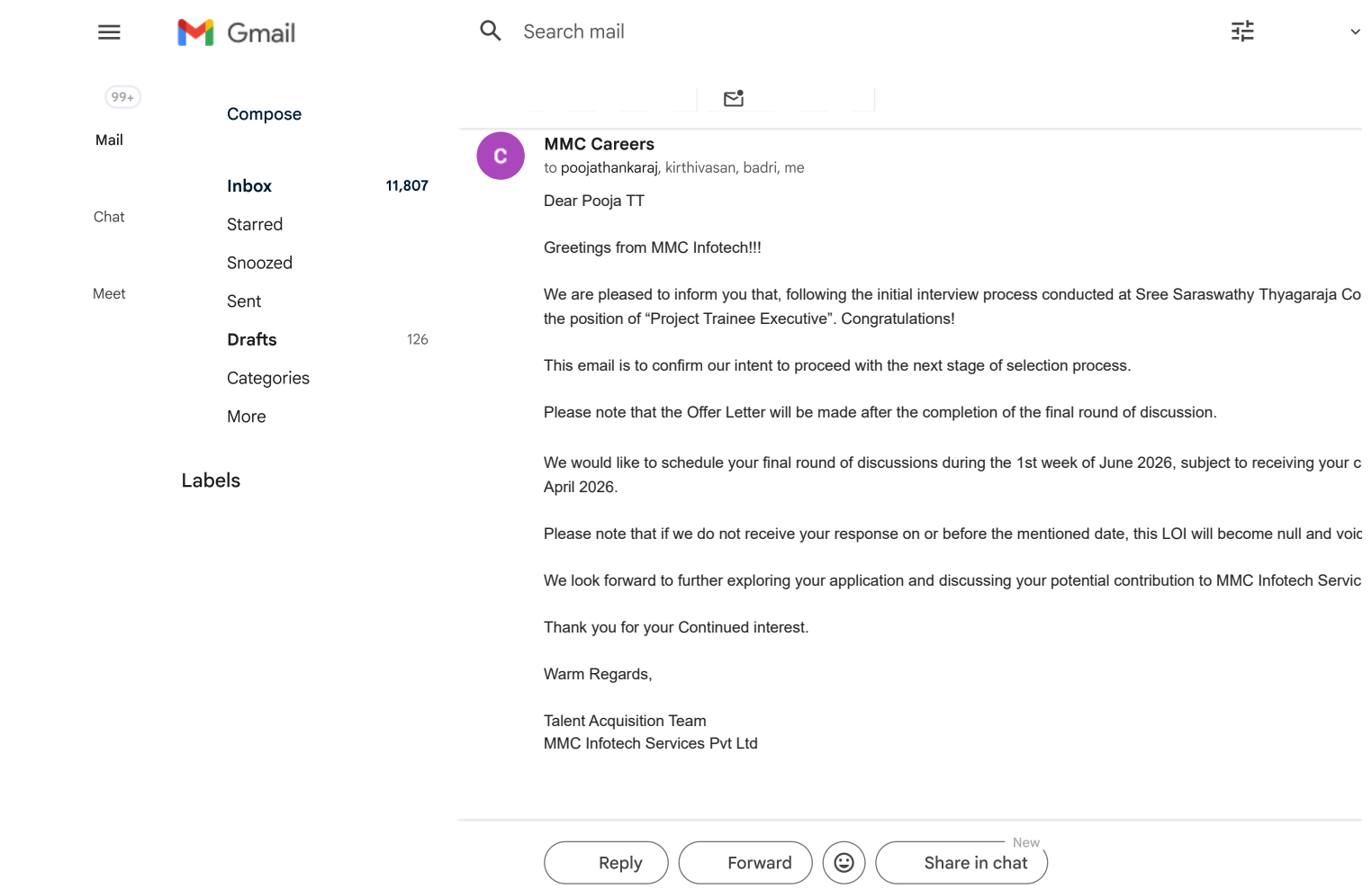
C
MMC Careers
to poomathipriya1, kirthivasan, badri, me
Dear S.Poomathi Priya
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
April 2026.
Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
Reply
Forward
New
Share in chat


Gmail
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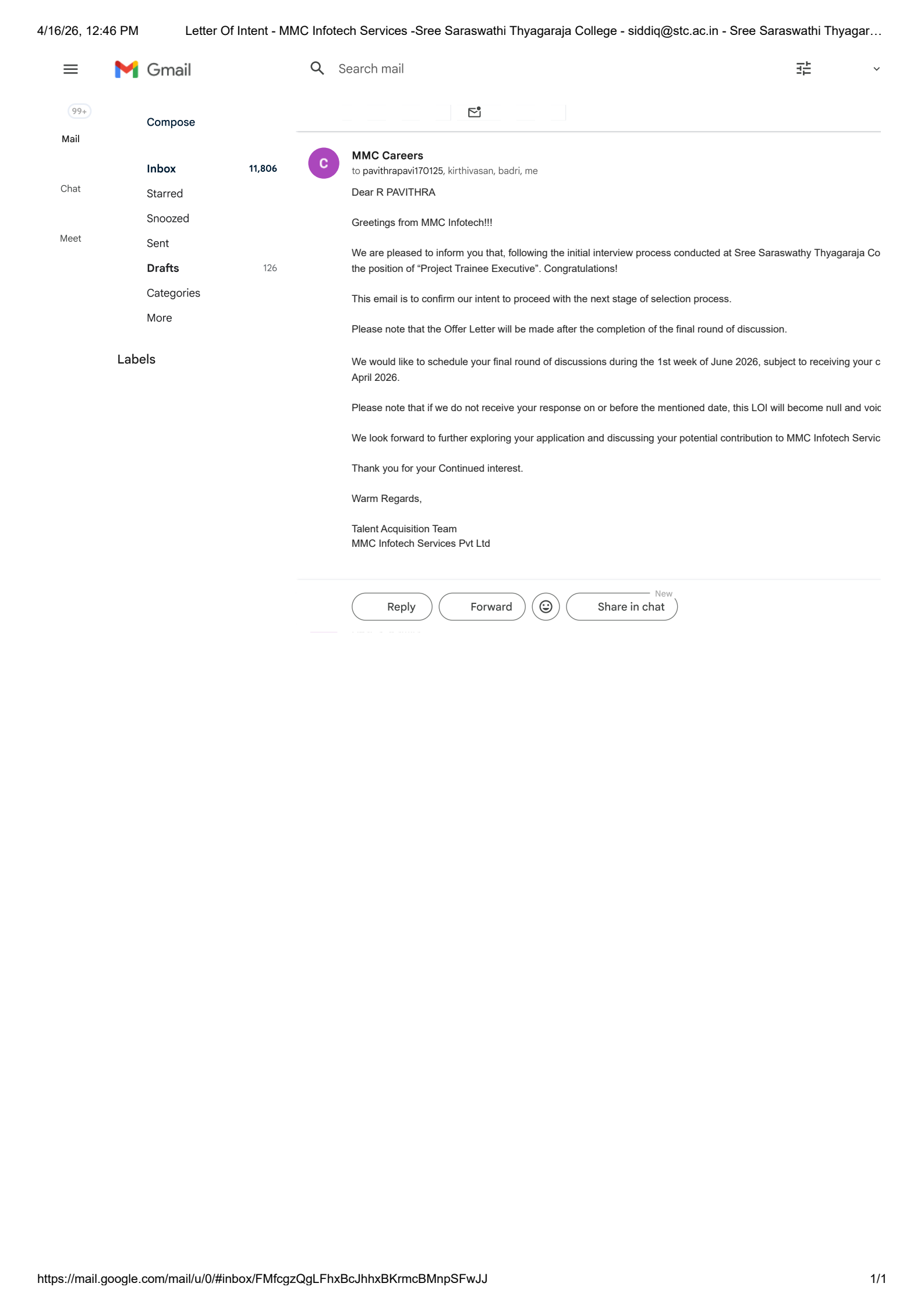
Mail
Chat
Meet
Compose
Inbox 11,807
Starred
Snoozed
Sent
Drafts 126
Categories
More
Labels
C
MMC Careers
to poojathankaraj, kirthivasan, badri, me
Dear Pooja TT
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
April 2026.
Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
Reply
Forward
New
Share in chat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MMC Careers
to pavithrapavi170125, kirthivasan, badri, me
Dear R PAVITHRA
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
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Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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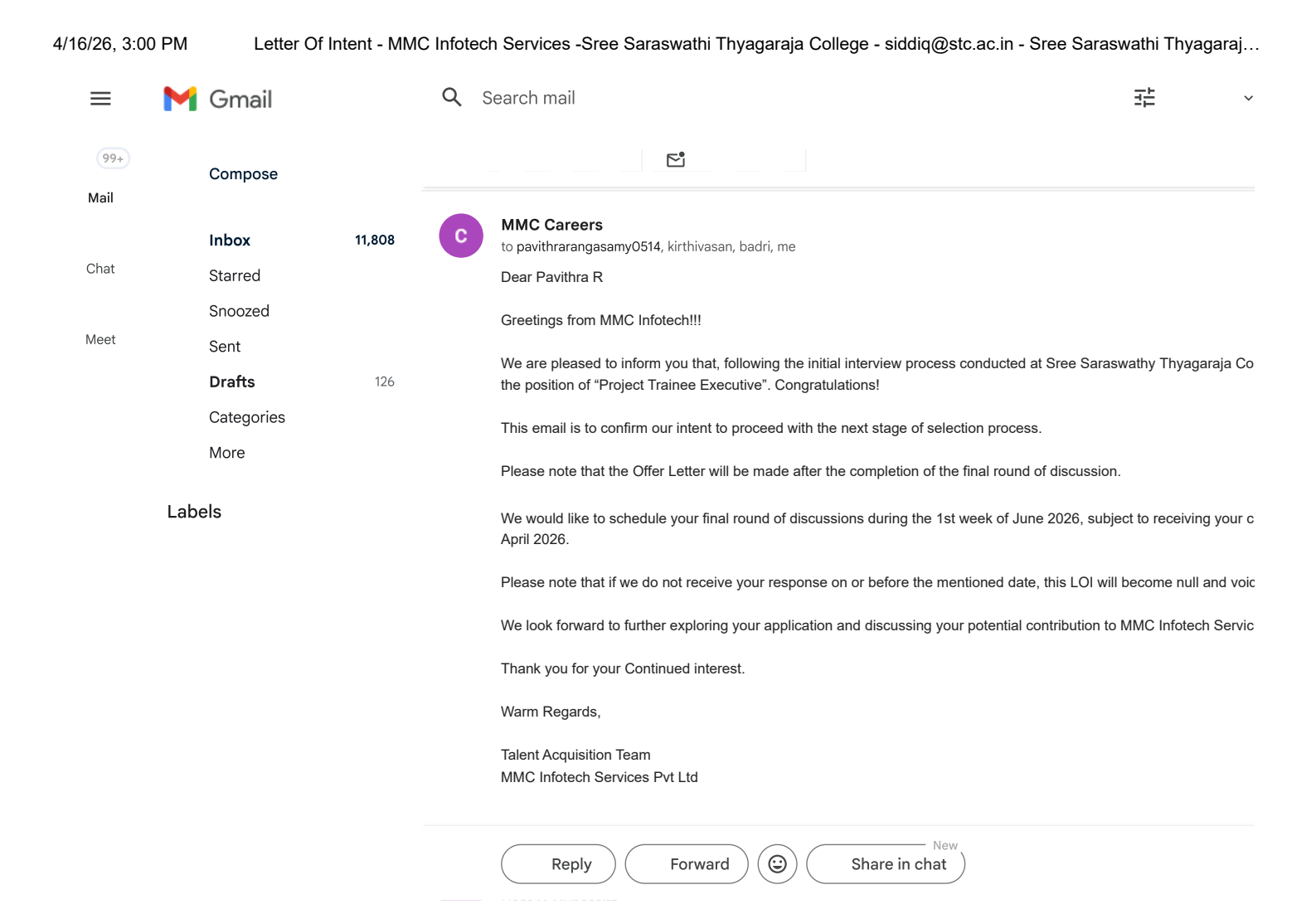
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MMC Careers
to pavithrarangasamy0514, kirthivasan, badri, me
Dear Pavithra R
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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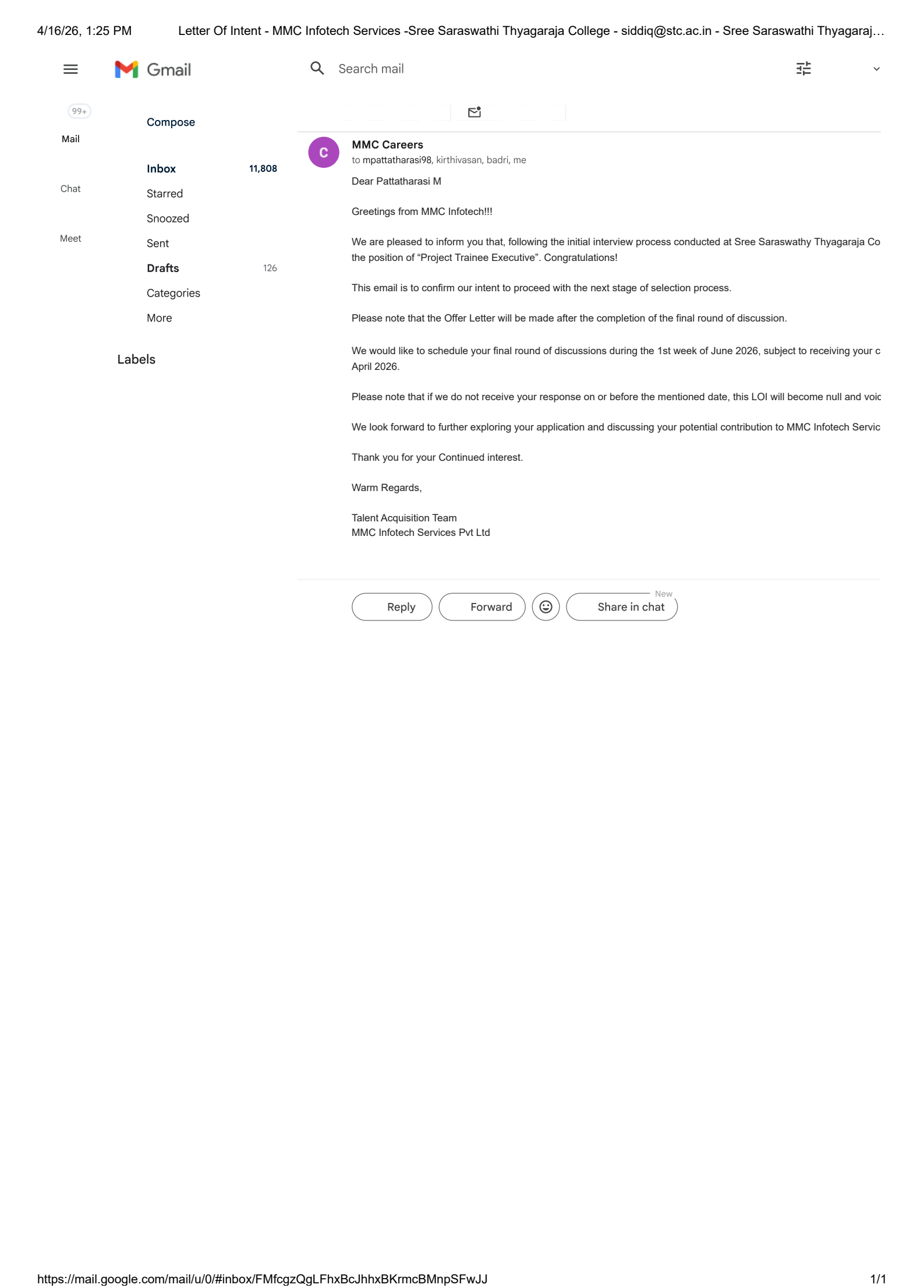
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MMC Careers
to mpattatharasi98, kirthivasan, badri, me
Dear Pattatharasi M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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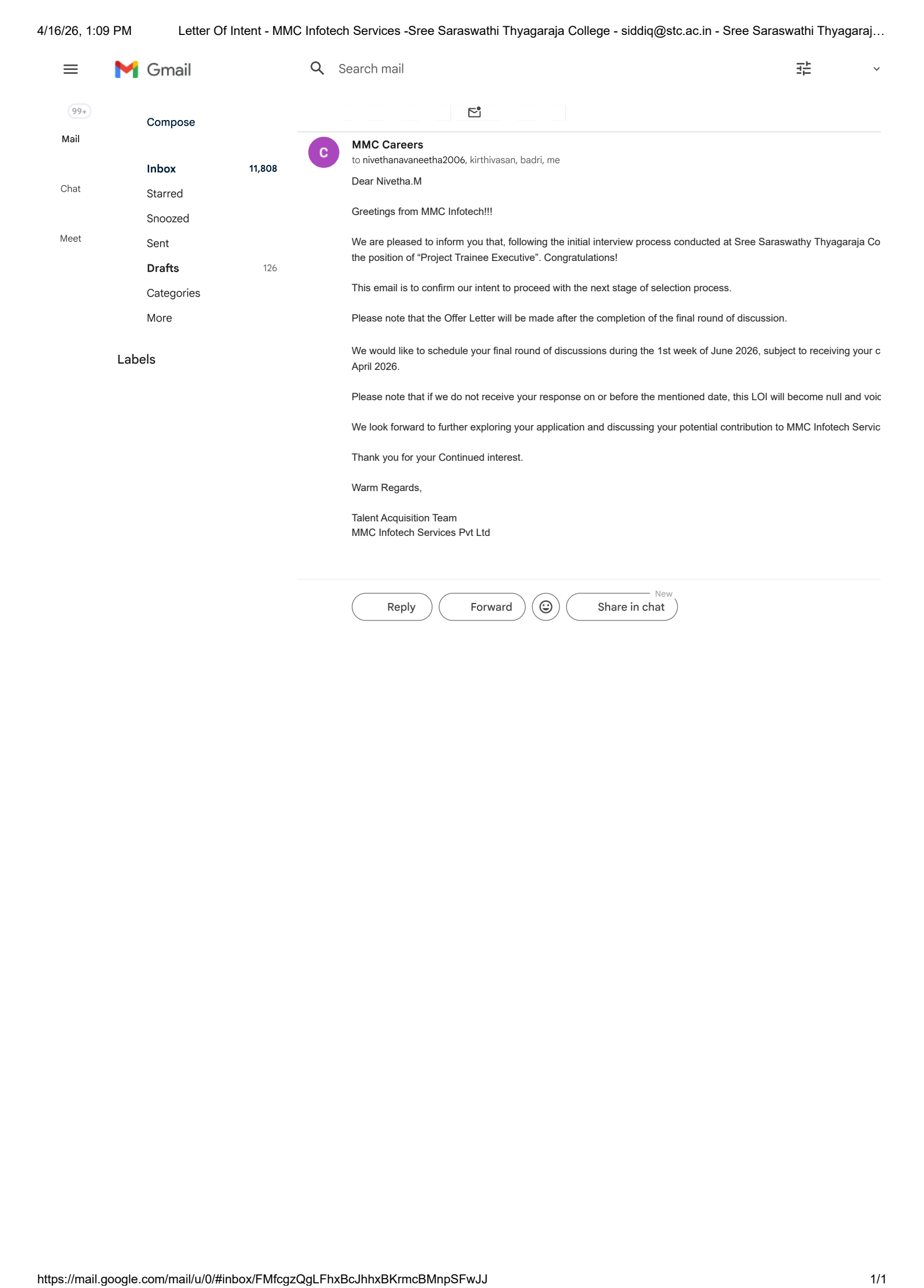
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MMC Careers
to nivethanavaneetha2006, kirthivasan, badri, me
Dear Nivetha.M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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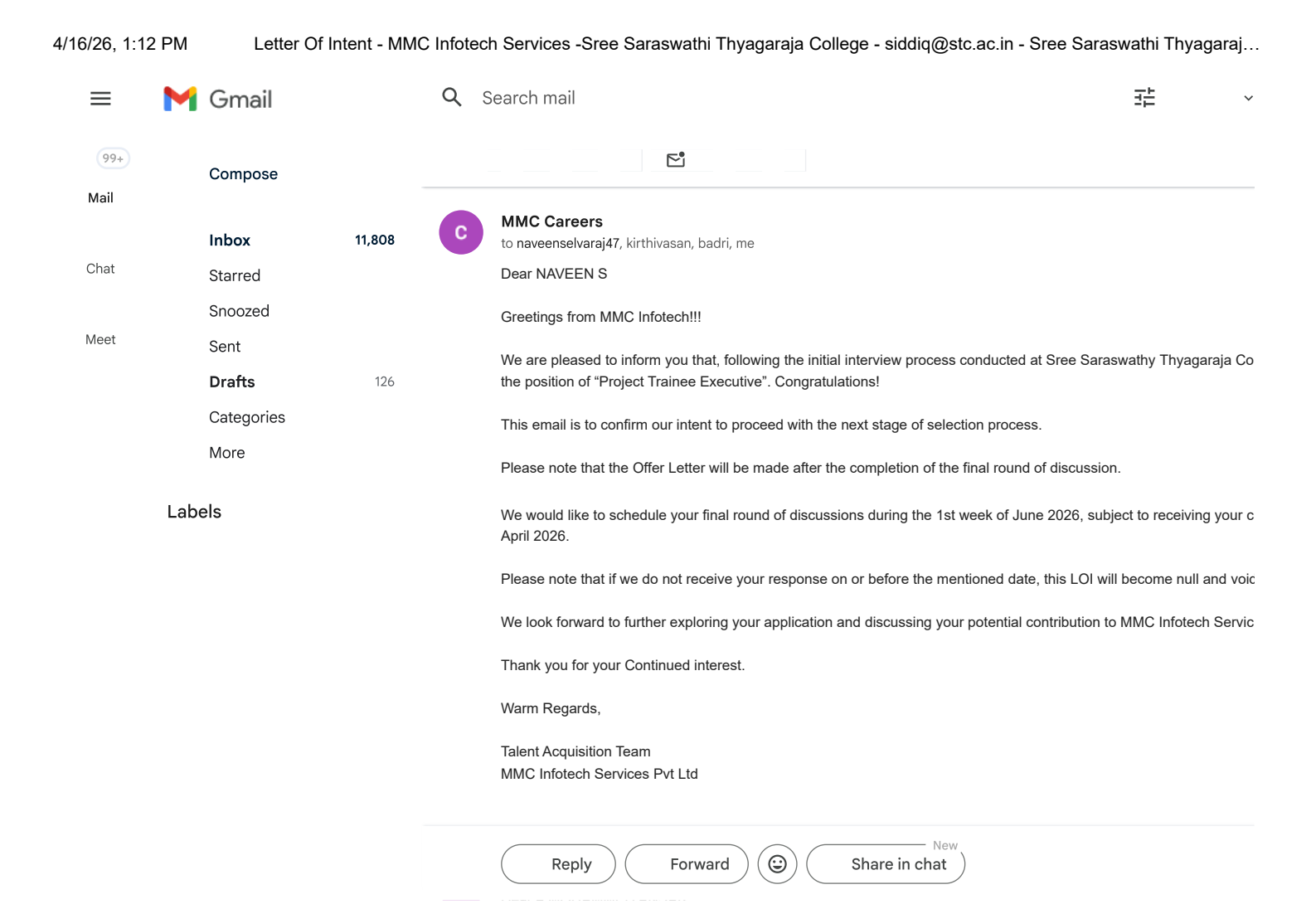
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MMC Careers
to naveenselvaraj47, kirthivasan, badri, me
Dear NAVEEN S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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MMC Infotech Services Pvt Ltd
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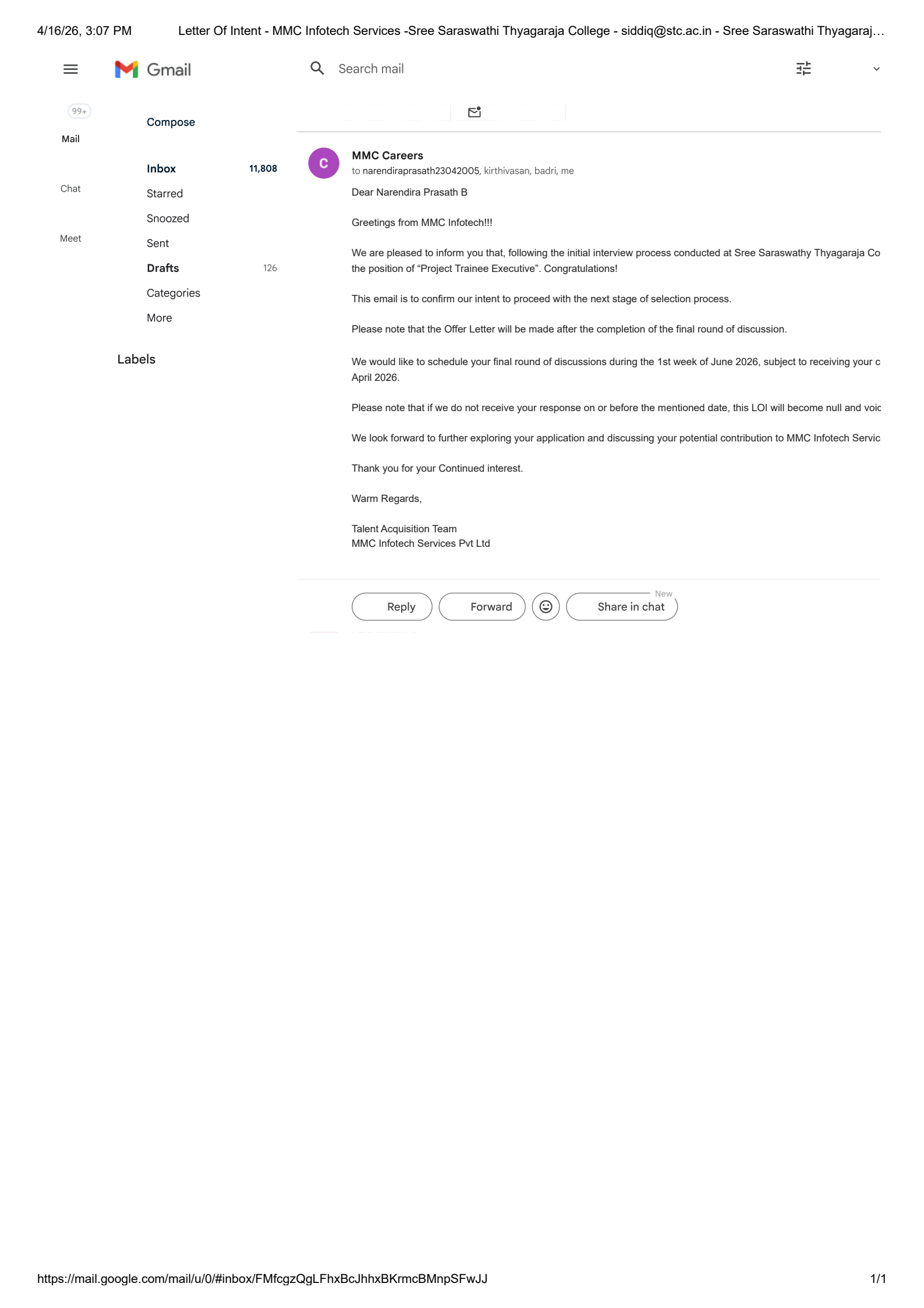
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MMC Careers
to narendiraprasath23042005, kirthivasan, badri, me
Dear Narendira Prasath B
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Warm Regards,
Talent Acquisition Team
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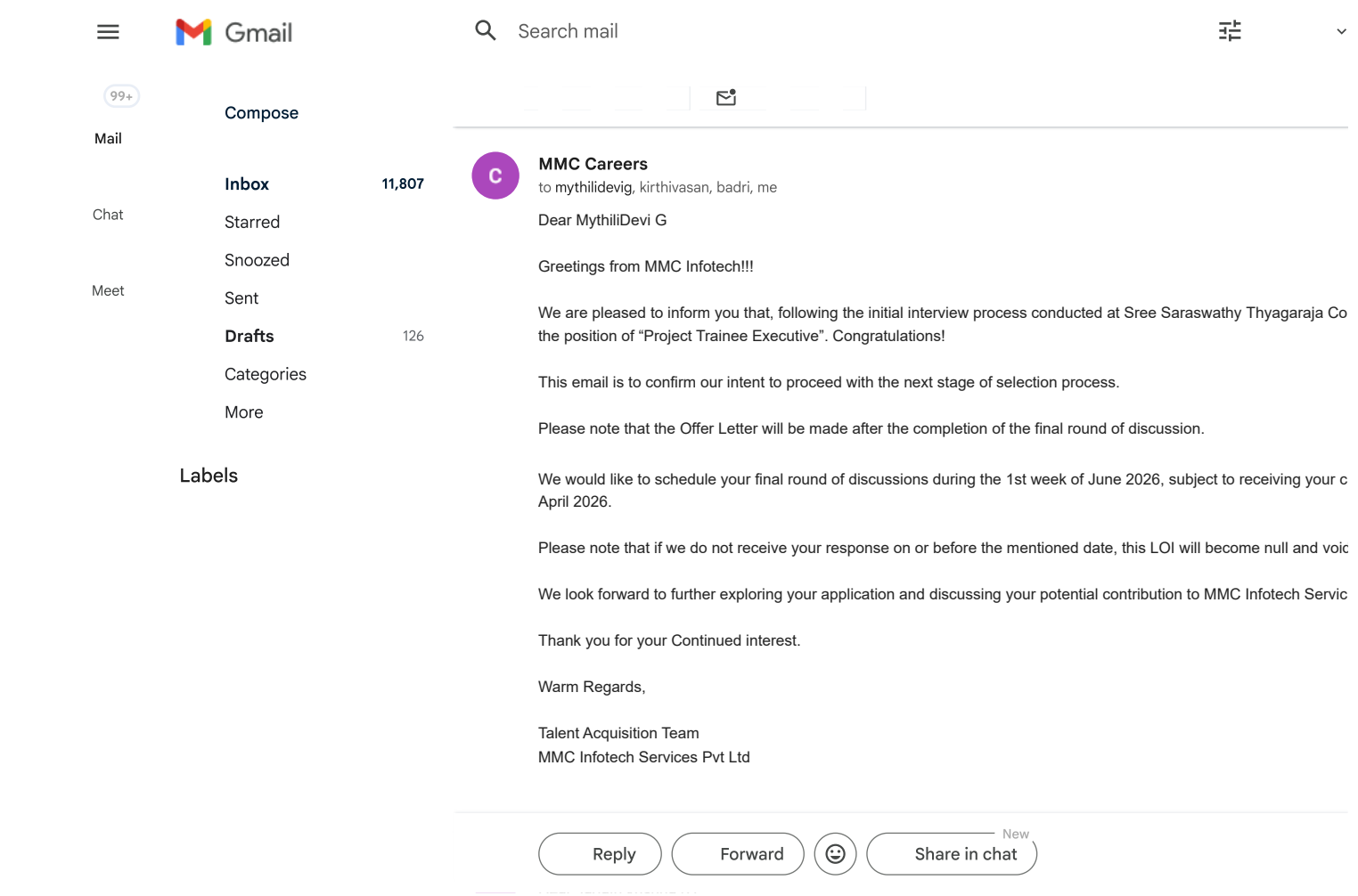
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MMC Careers
to mythilidevig, kirthivasan, badri, me
Dear MythiliDevi G
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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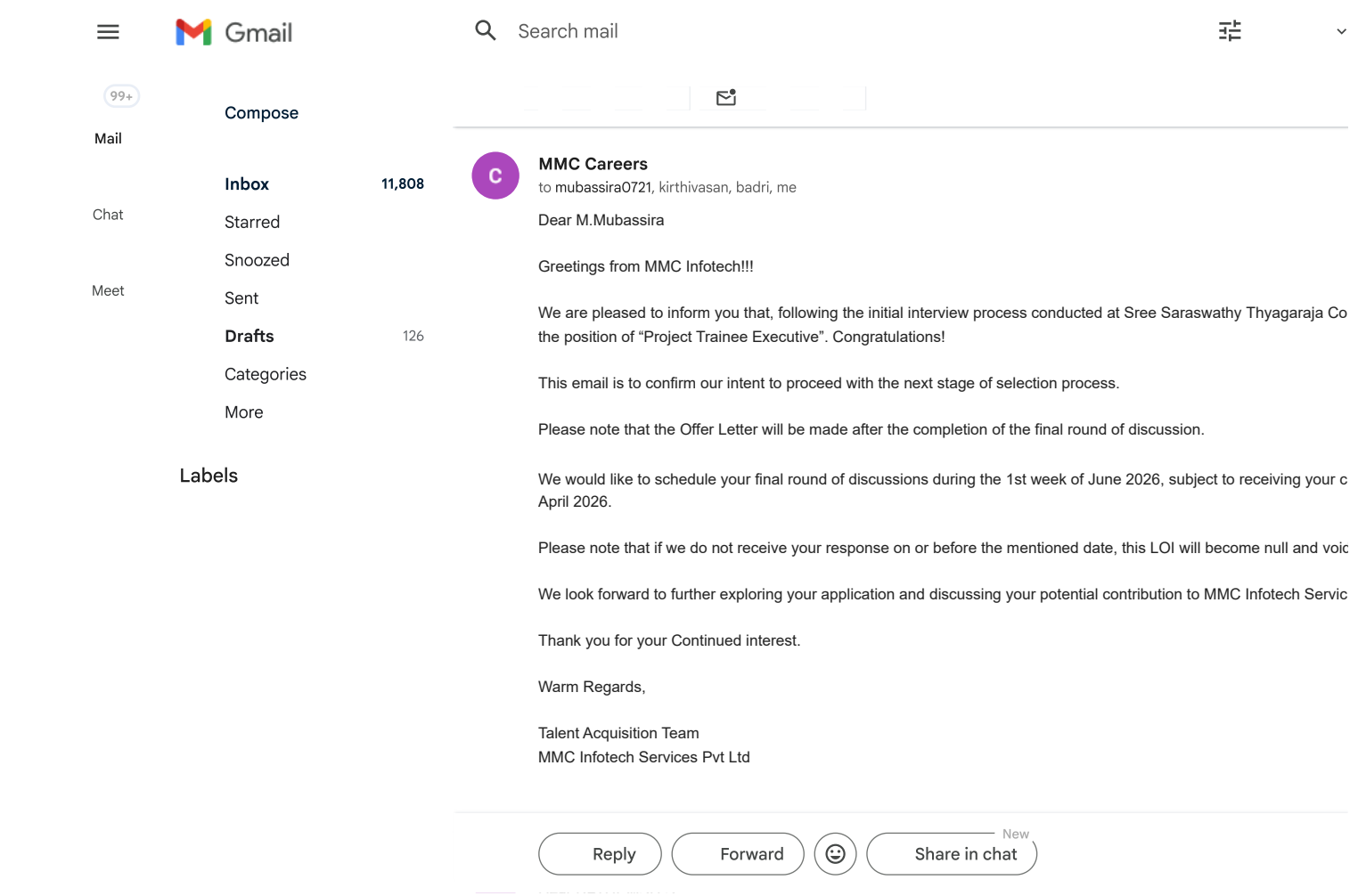
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MMC Careers
to mubassira0721, kirthivasan, badri, me
Dear M.Mubassira
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
Talent Acquisition Team
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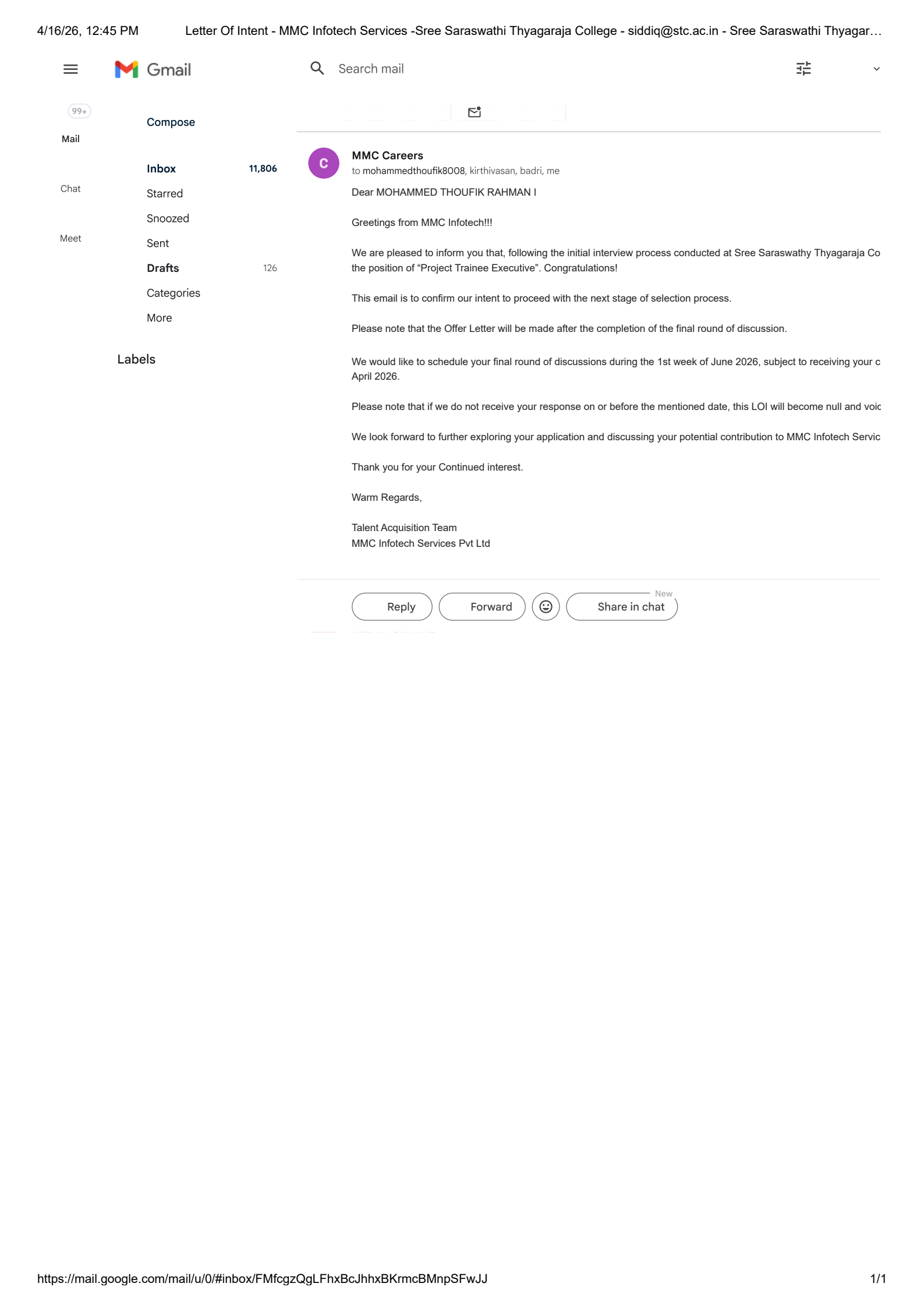
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MMC Careers
to mohammedthoufik8008, kirthivasan, badri, me
Dear MOHAMMED THOUFIK RAHMAN I
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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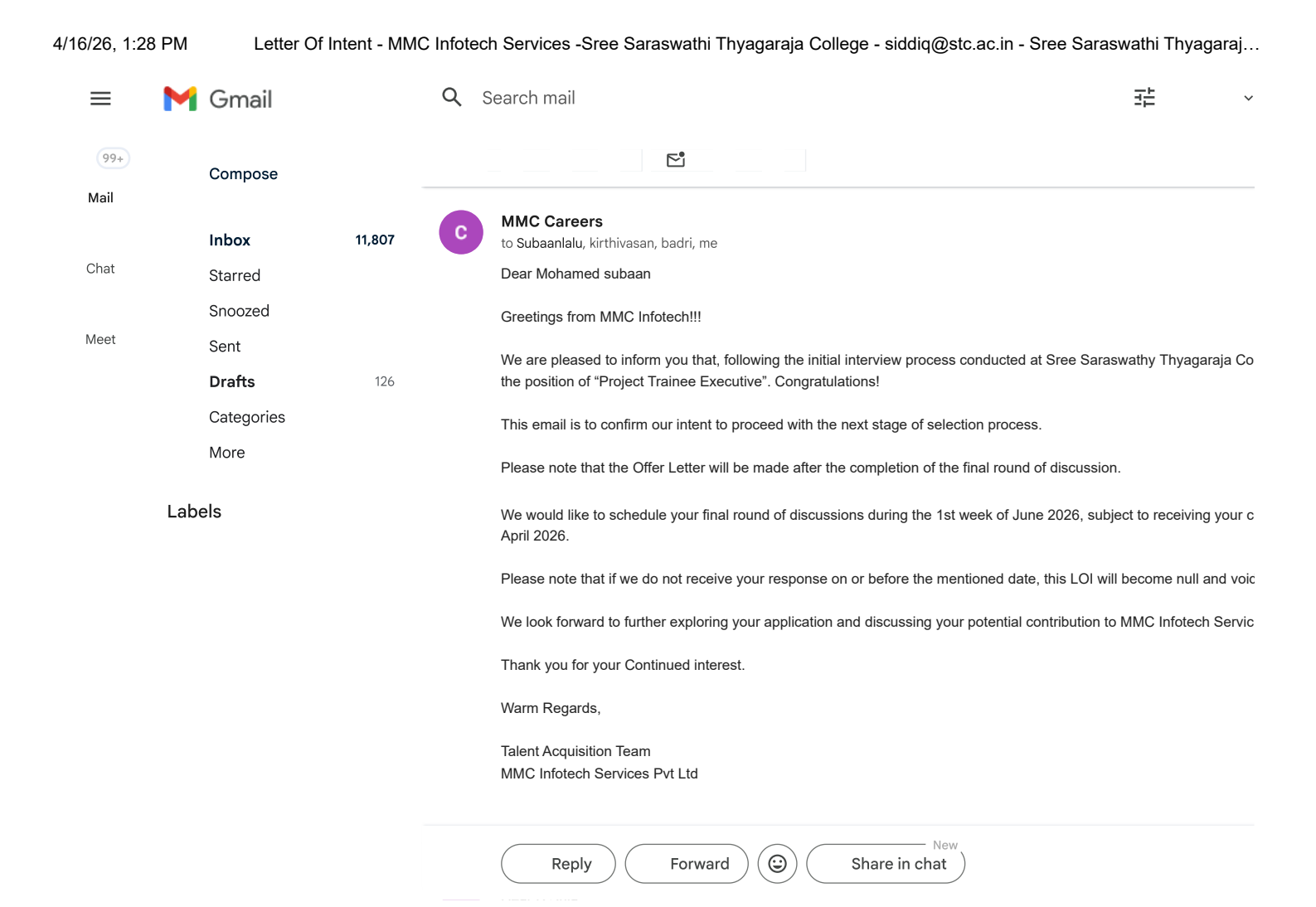
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MMC Careers
to Subaanlalu, kirthivasan, badri, me
Dear Mohamed subaan
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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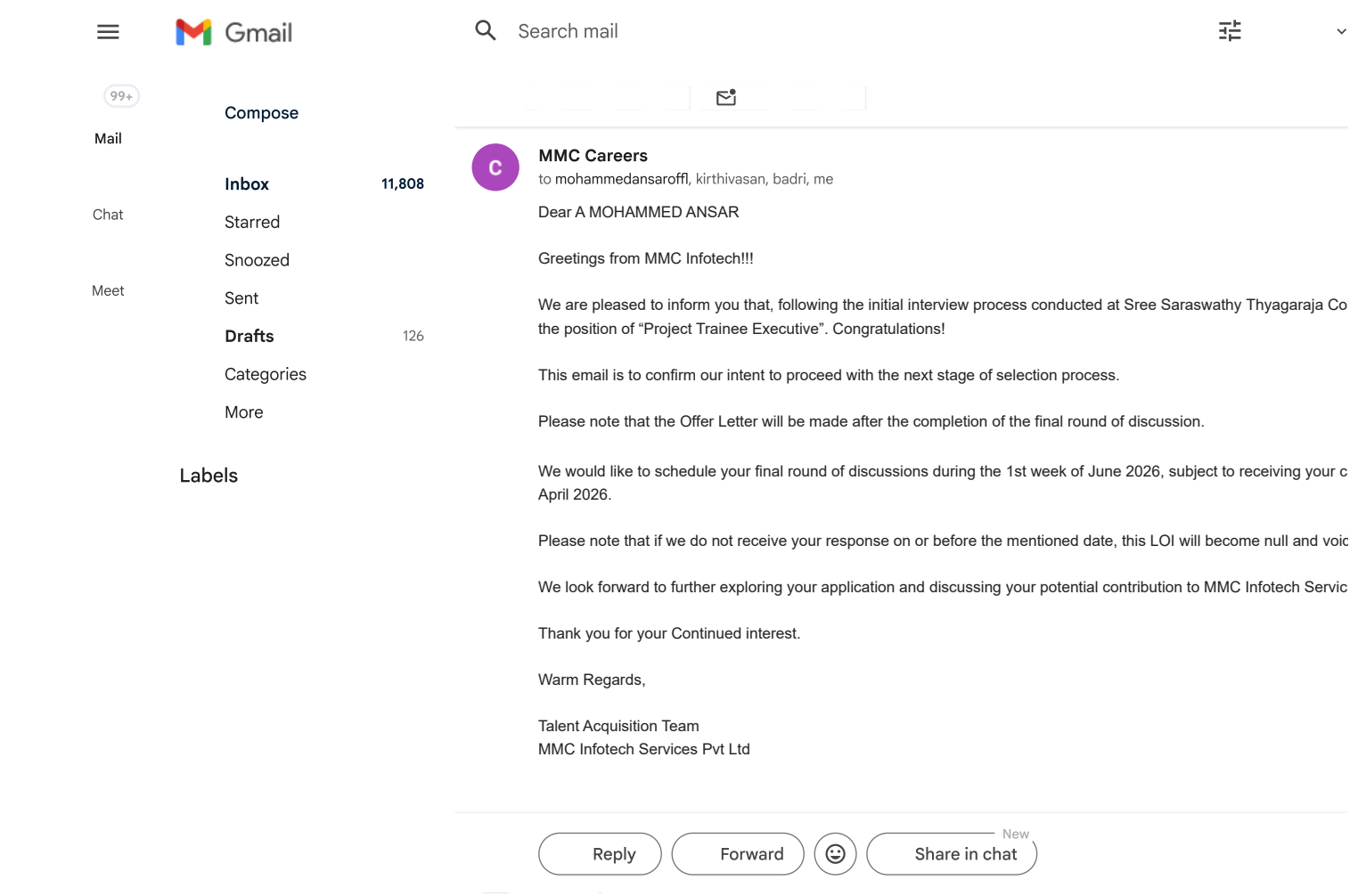
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MMC Careers
to mohammedansaroffl, kirthivasan, badri, me
Dear A MOHAMMED ANSAR
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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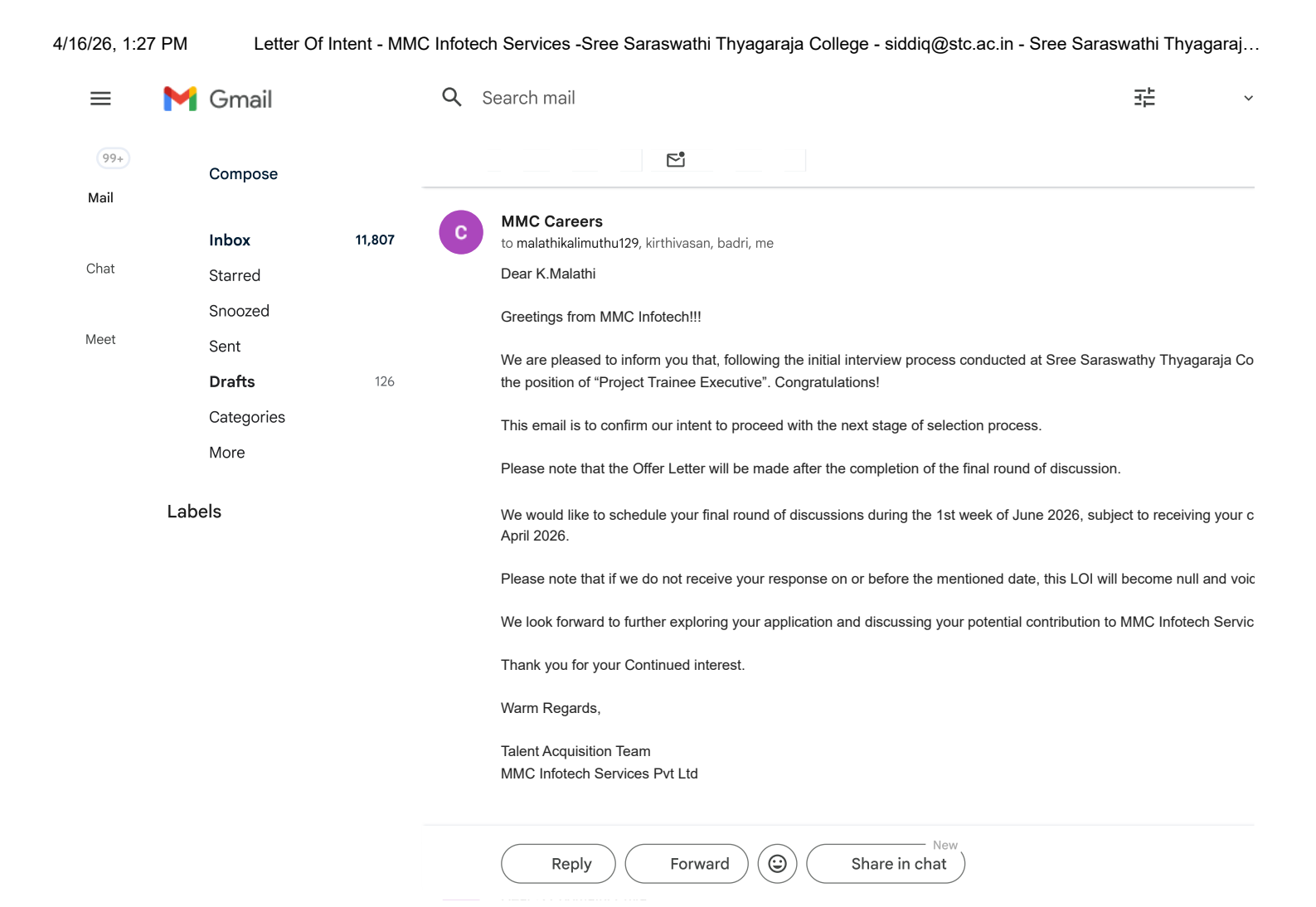
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MMC Careers
to malathikalimuthu129, kirthivasan, badri, me
Dear K.Malathi
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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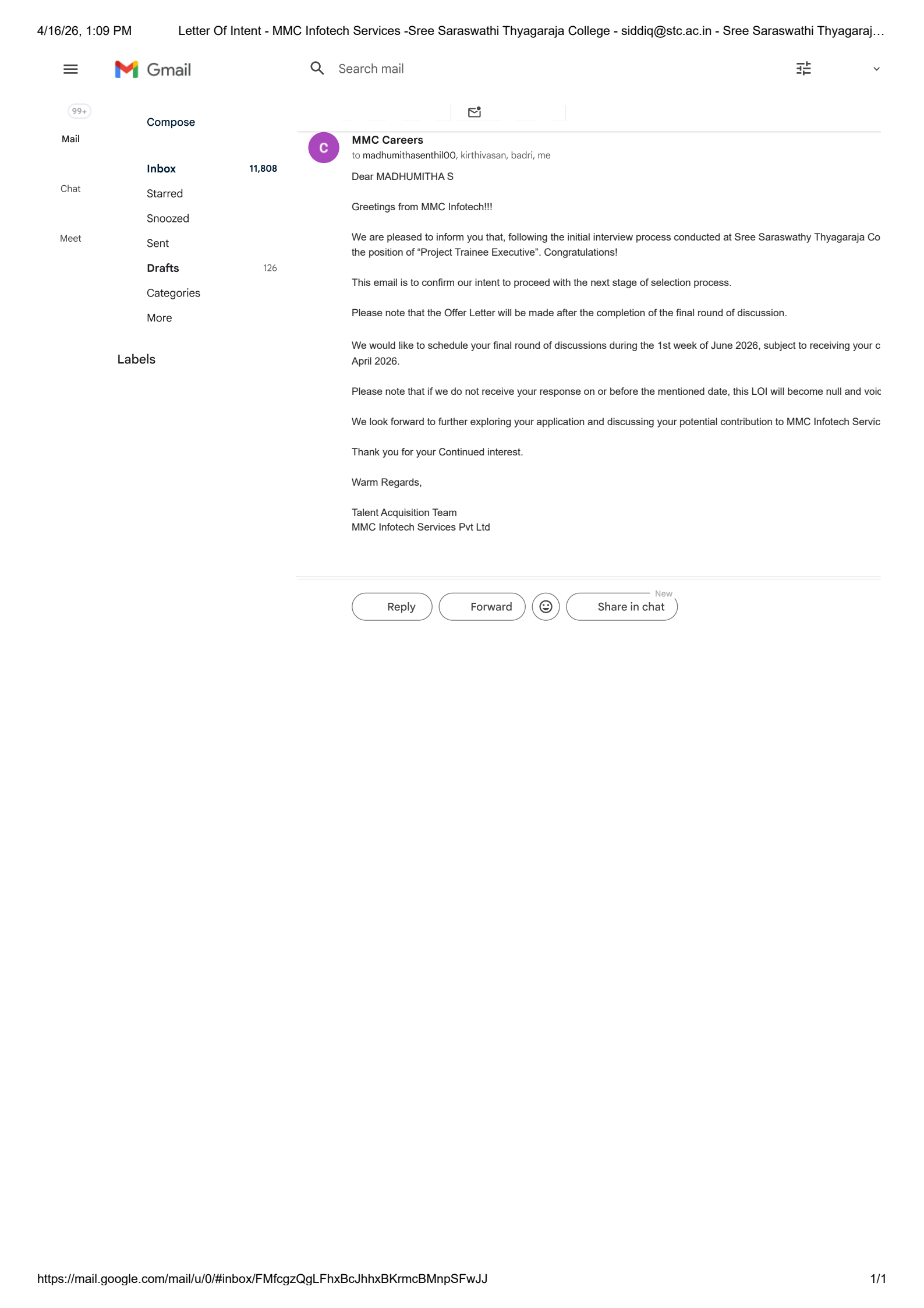

MMC Careers
to madhumithasenthil00, kirthivasan, badri, me

Dear MADHUMITHA S

Greetings from MMC Infotech!!!

We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co the position of “Project Trainee Executive”. Congratulations!

This email is to confirm our intent to proceed with the next stage of selection process.

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We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic

Thank you for your Continued interest.

Warm Regards,

Talent Acquisition Team
MMC Infotech Services Pvt Ltd

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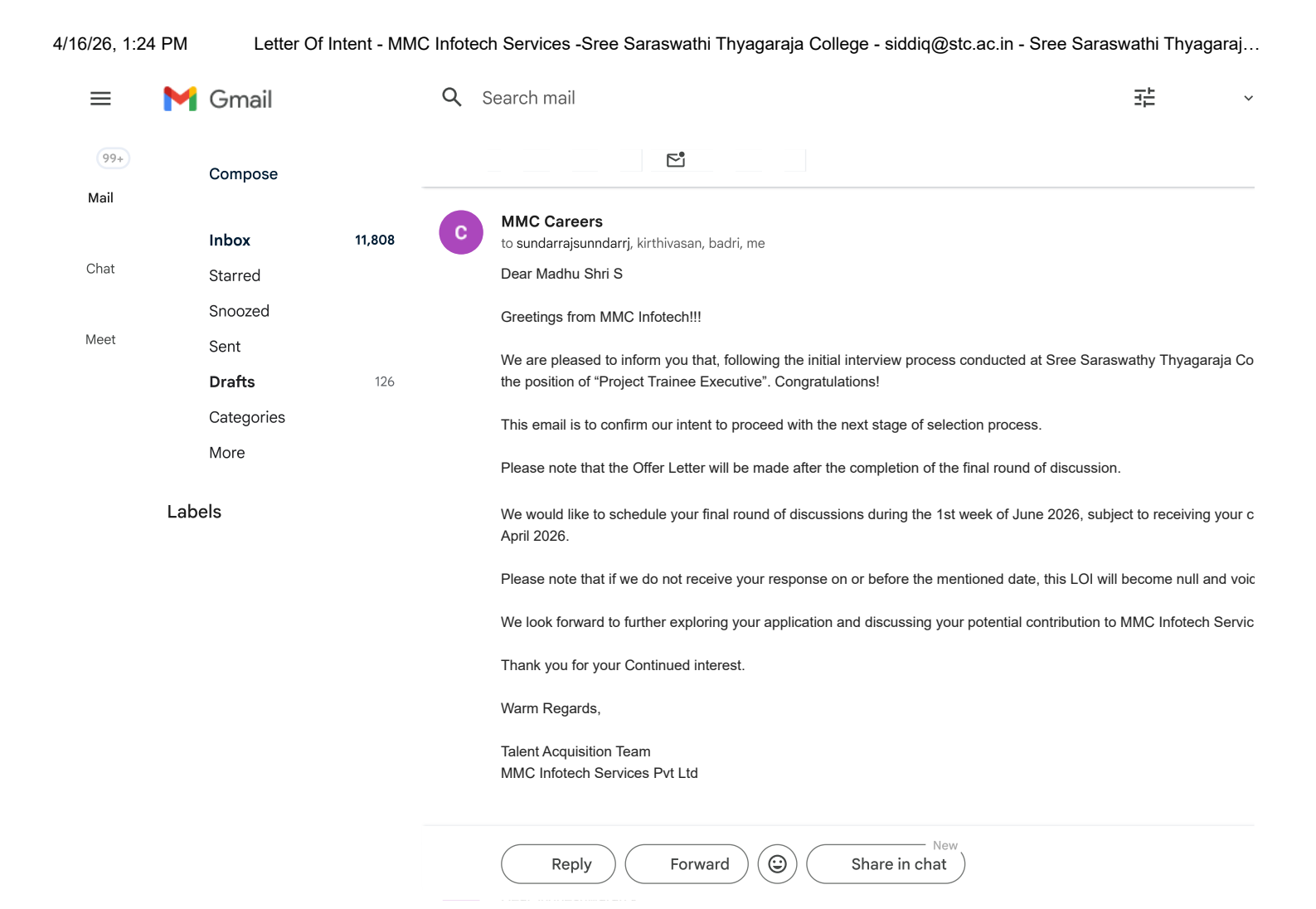
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MMC Careers
to sundarrajsunndarrj, kirthivasan, badri, me
Dear Madhu Shri S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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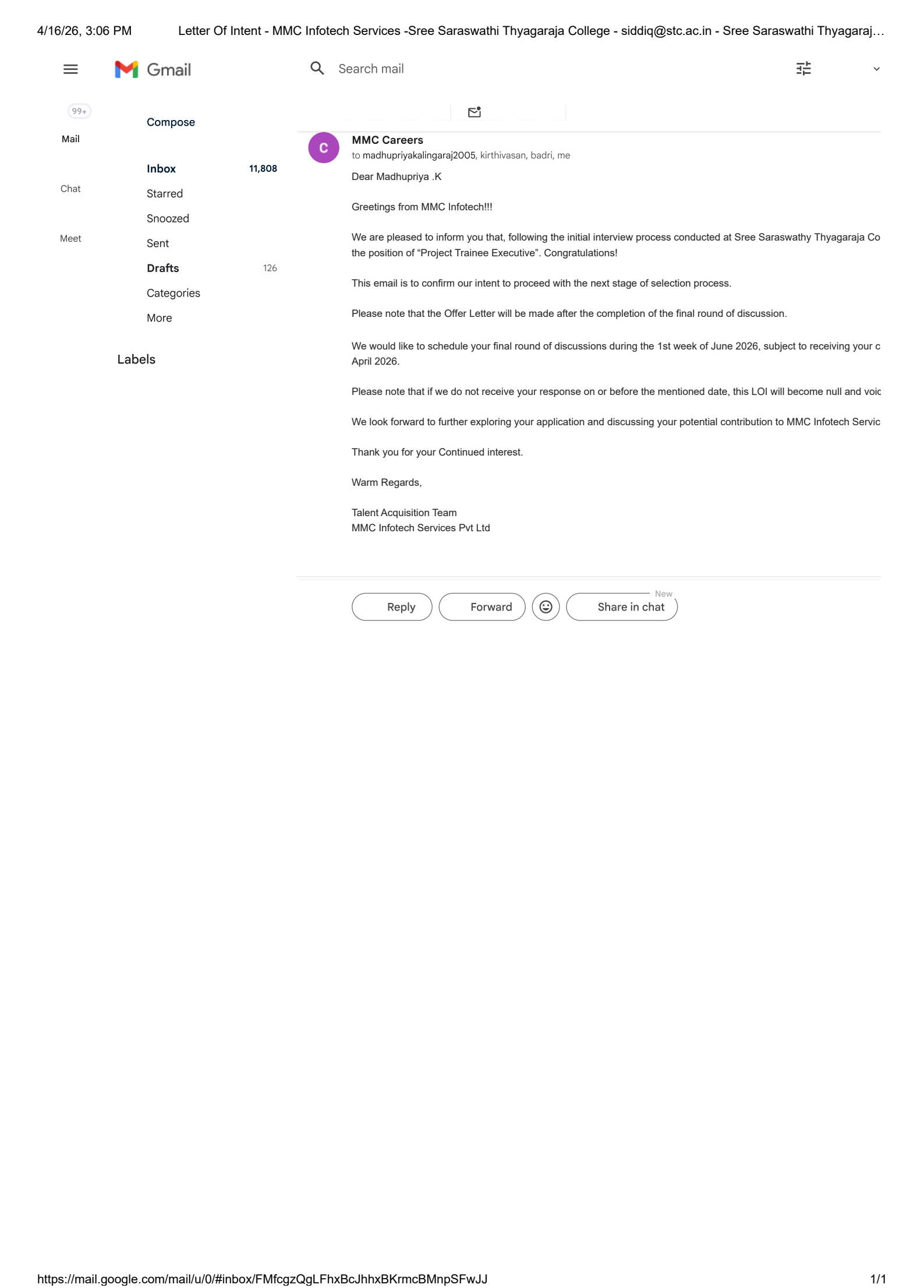
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MMC Careers
to madhupriyakalingaraj2005, kirthivasan, badri, me
Dear Madhupriya .K
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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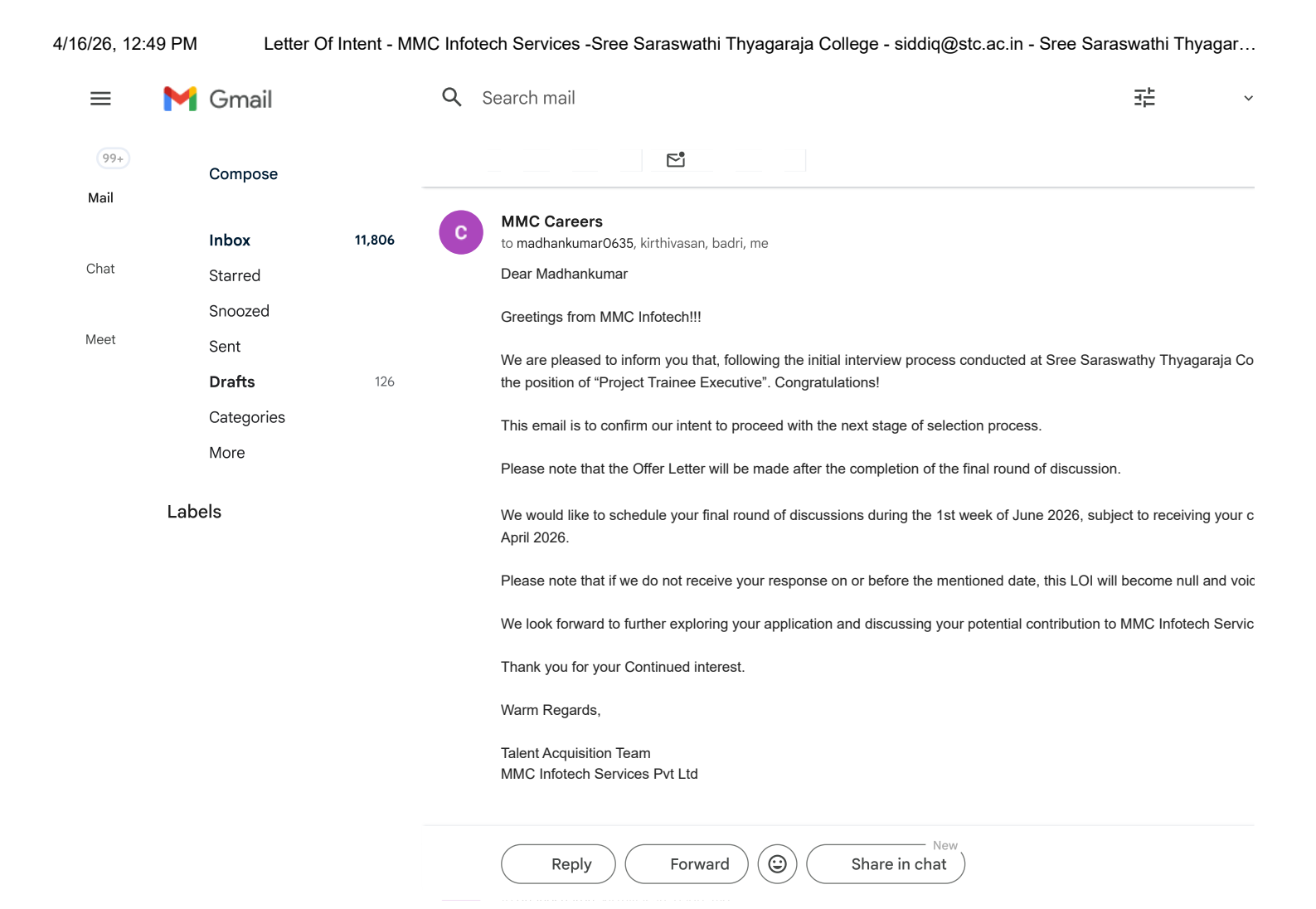
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MMC Careers
to madhankumar0635, kirthivasan, badri, me
Dear Madhankumar
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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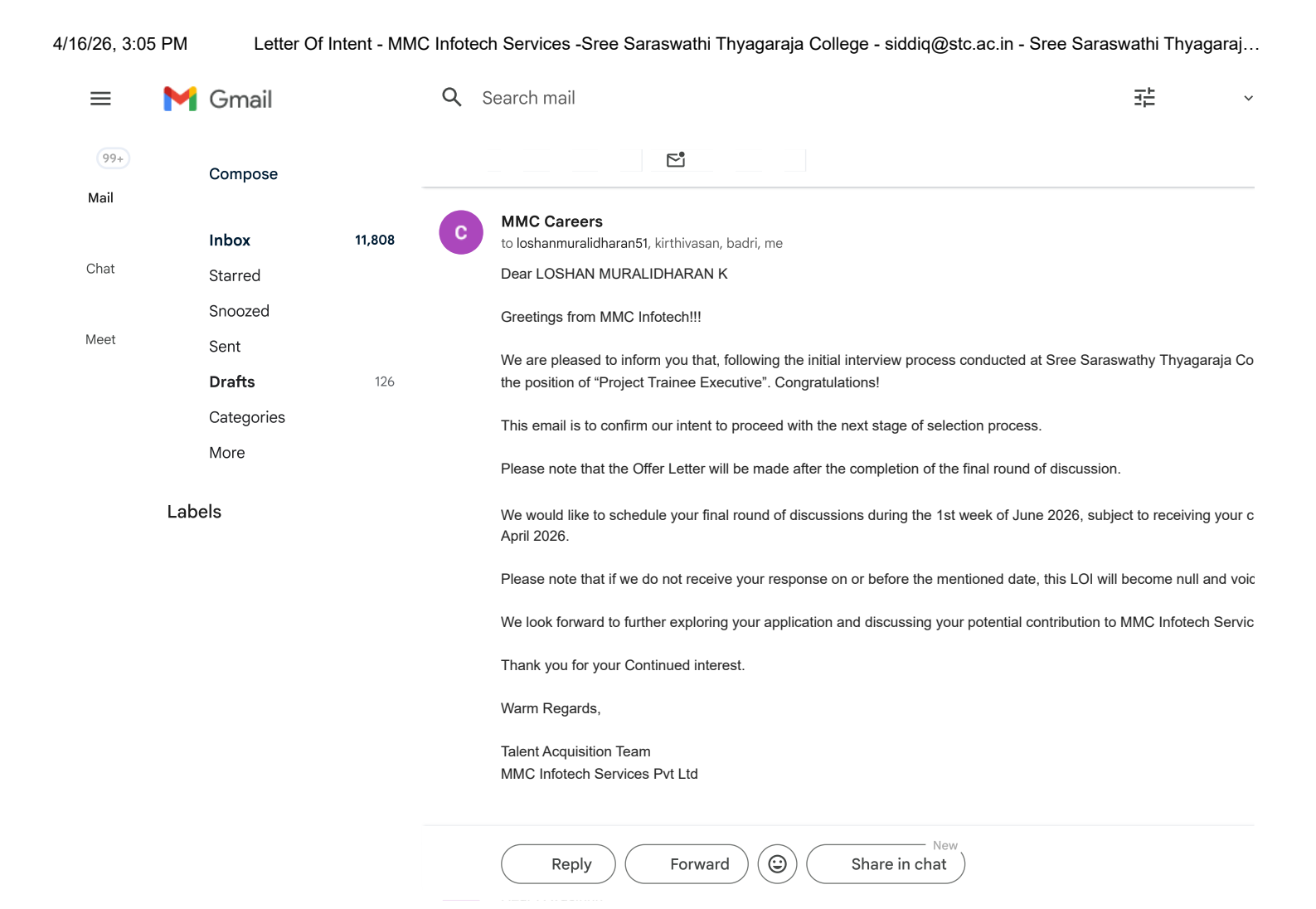
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MMC Careers
to loshanmuralidharan51, kirthivasan, badri, me
Dear LOSHAN MURALIDHARAN K
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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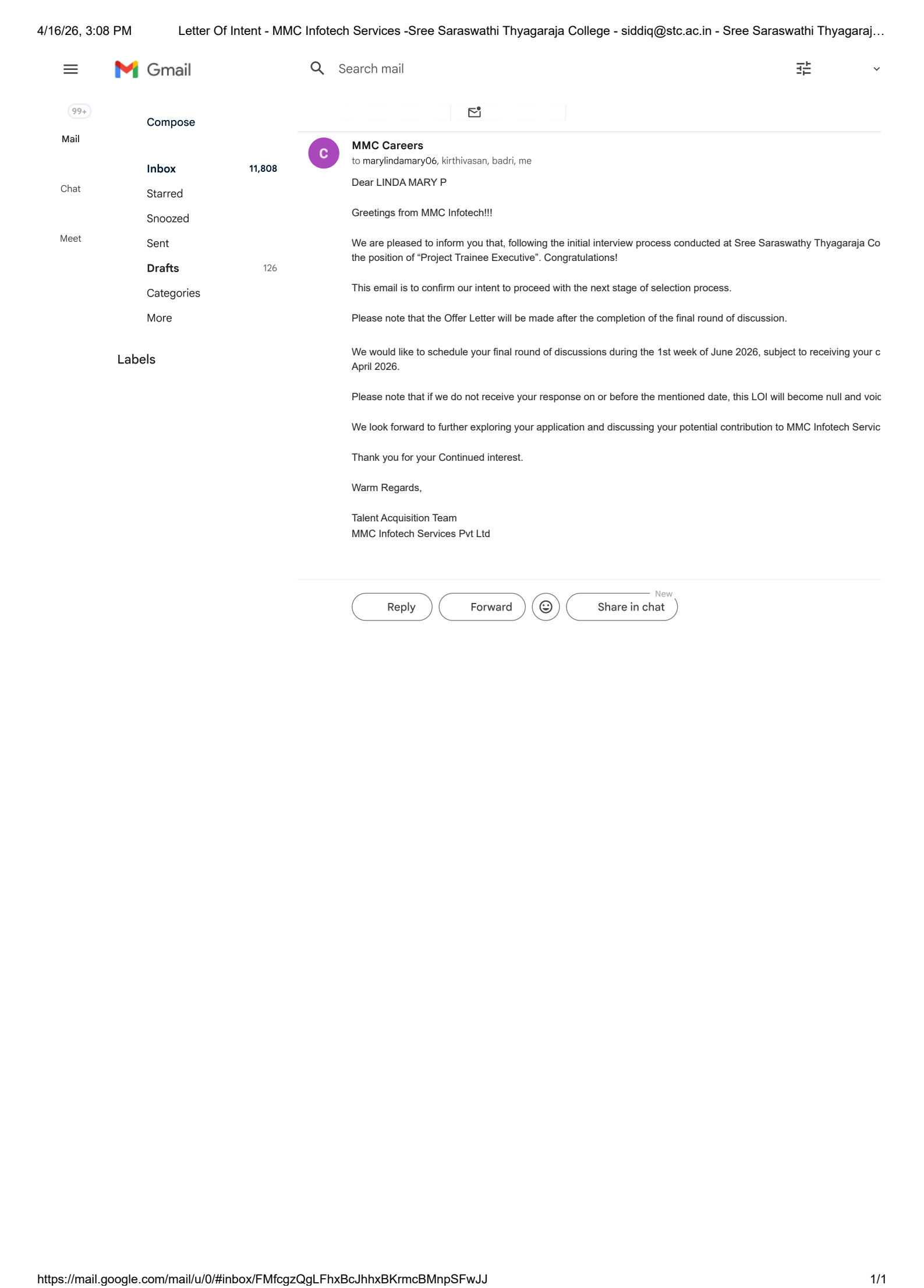
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MMC Careers
to marylindamary06, kirthivasan, badri, me
Dear LINDA MARY P
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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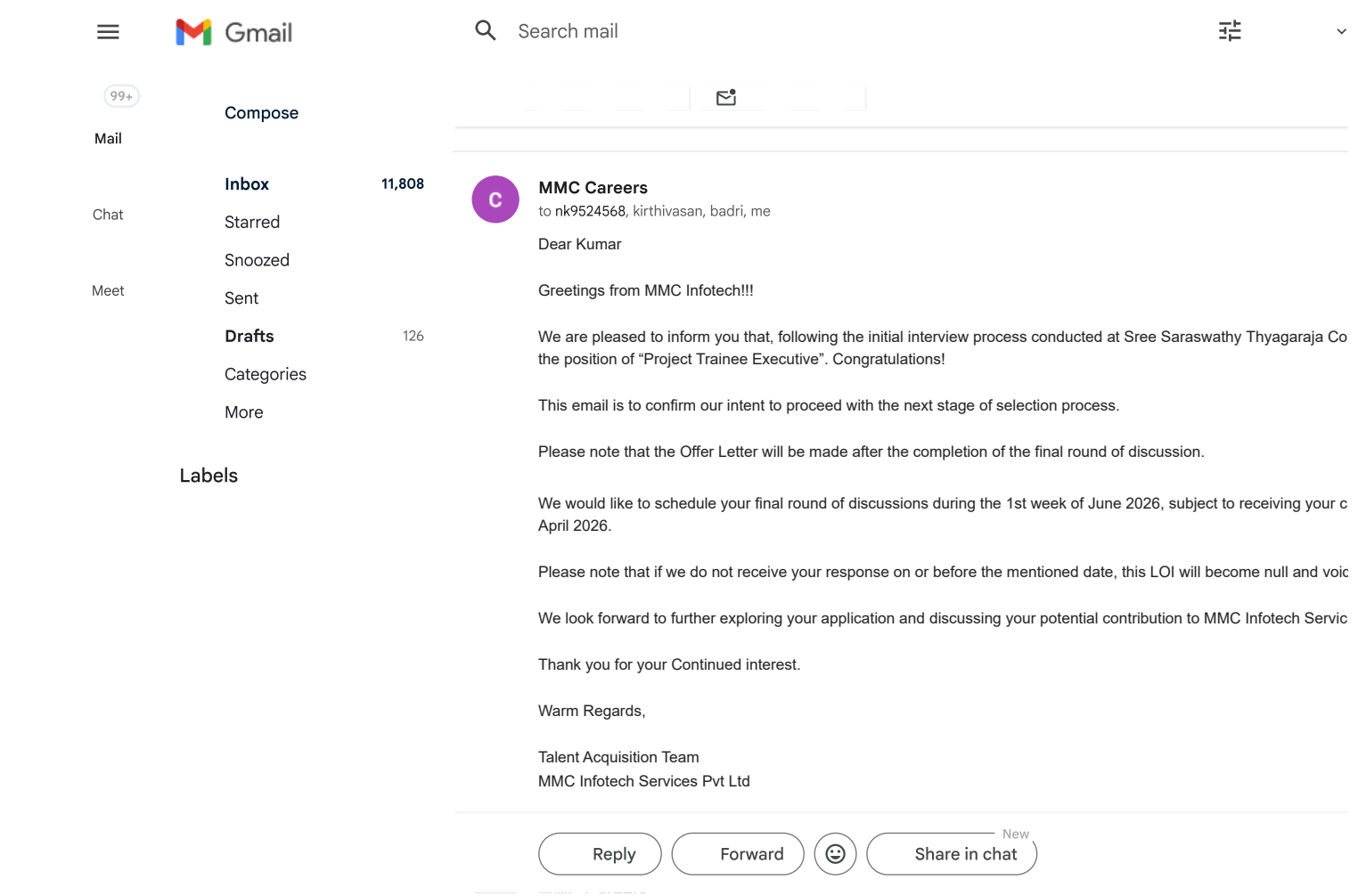
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MMC Careers
to nk9524568, kirthivasan, badri, me
Dear Kumar
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
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We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
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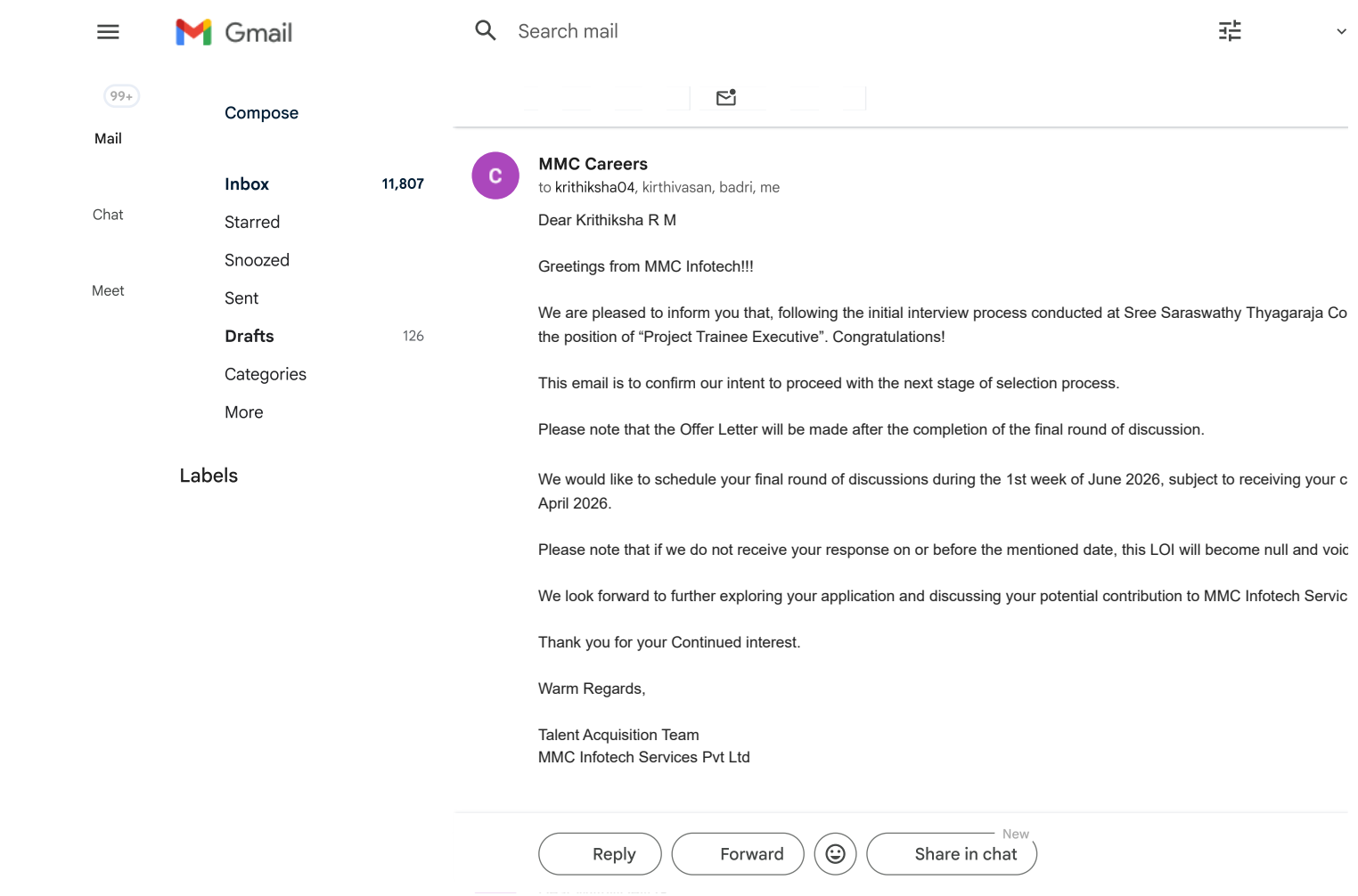
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MMC Careers
to krithiksha04, kirthivasan, badri, me
Dear Krithiksha R M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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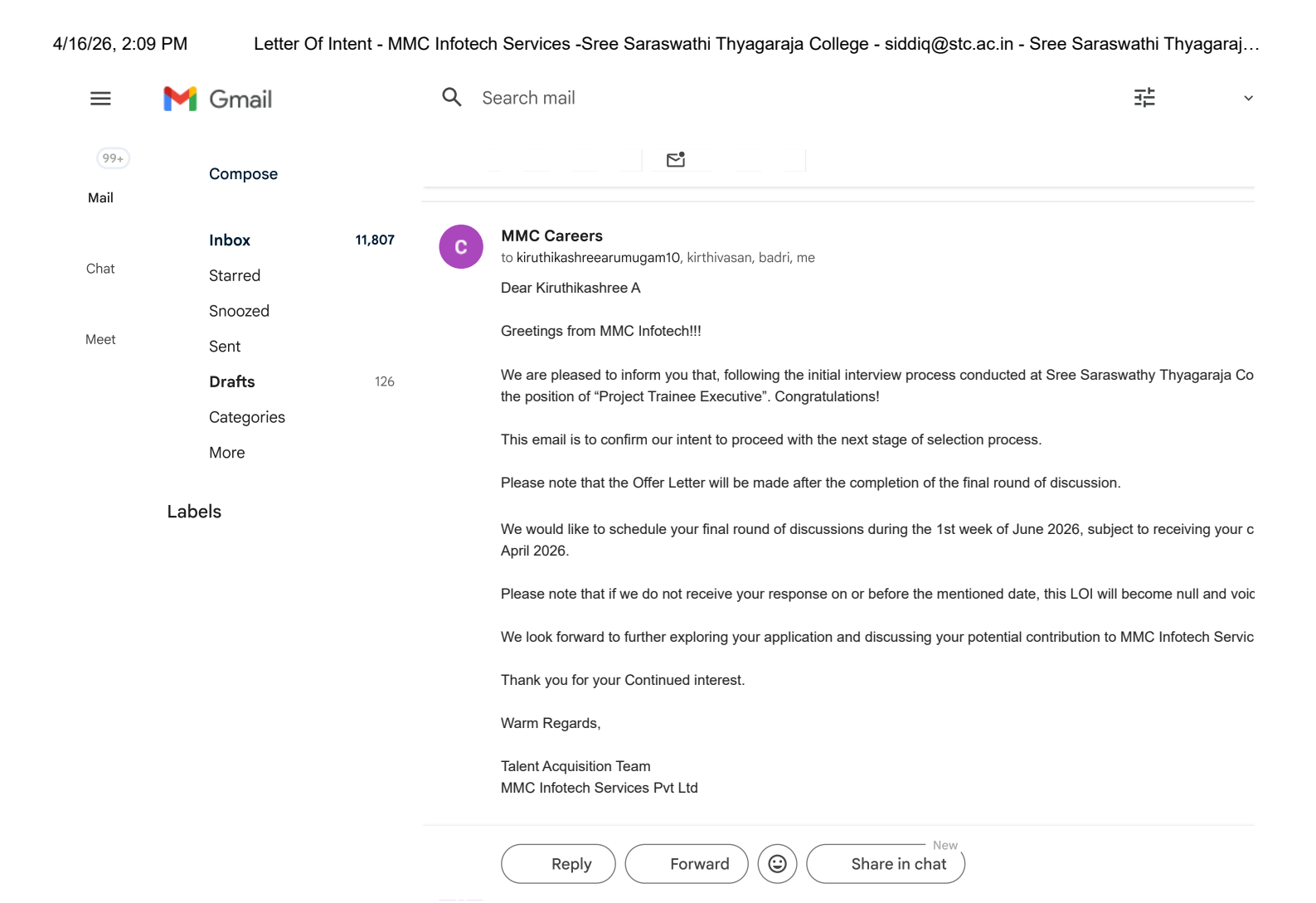

MMC Careers
to kiruthikashreearumugam10, kirthivasan, badri, me

Dear Kiruthikashree A

Greetings from MMC Infotech!!!

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Thank you for your Continued interest.

Warm Regards,

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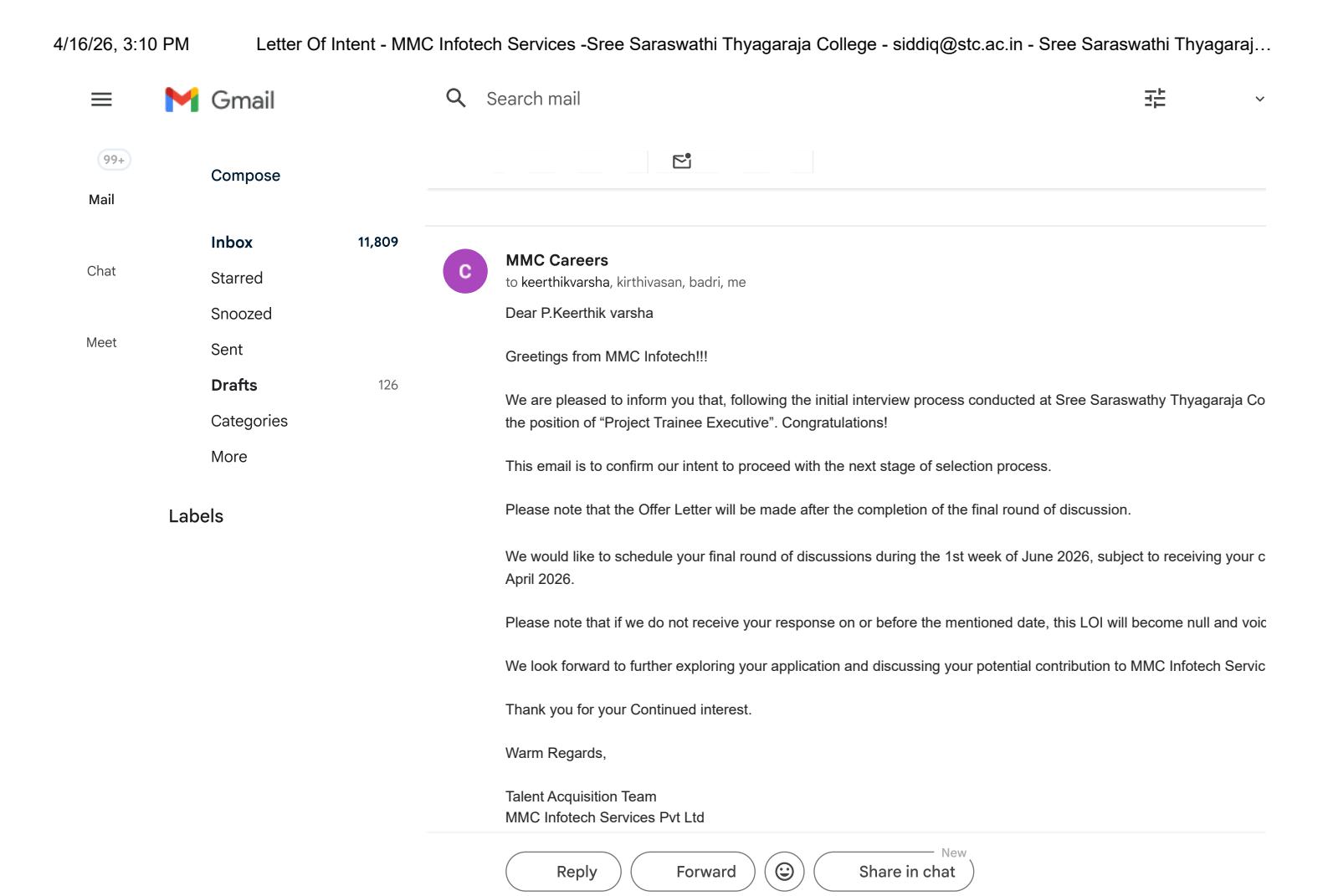

MMC Careers
to keerthikvarsha, kirthivasan, badri, me

Dear P.Keerthik varsha

Greetings from MMC Infotech!!!

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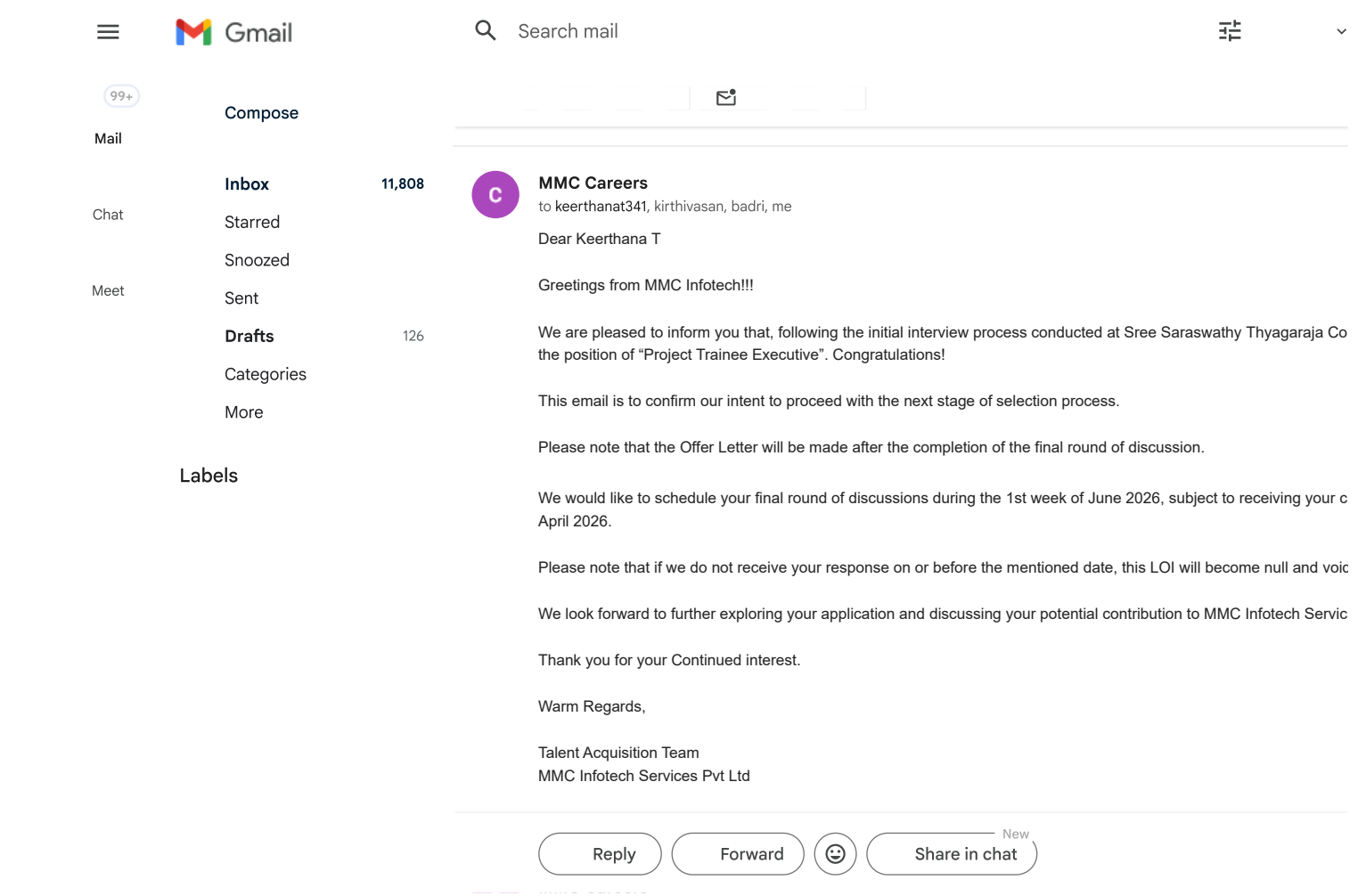

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MMC Careers
to keerthanat341, kirthivasan, badri, me

Dear Keerthana T

Greetings from MMC Infotech!!!

We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co the position of “Project Trainee Executive”. Congratulations!

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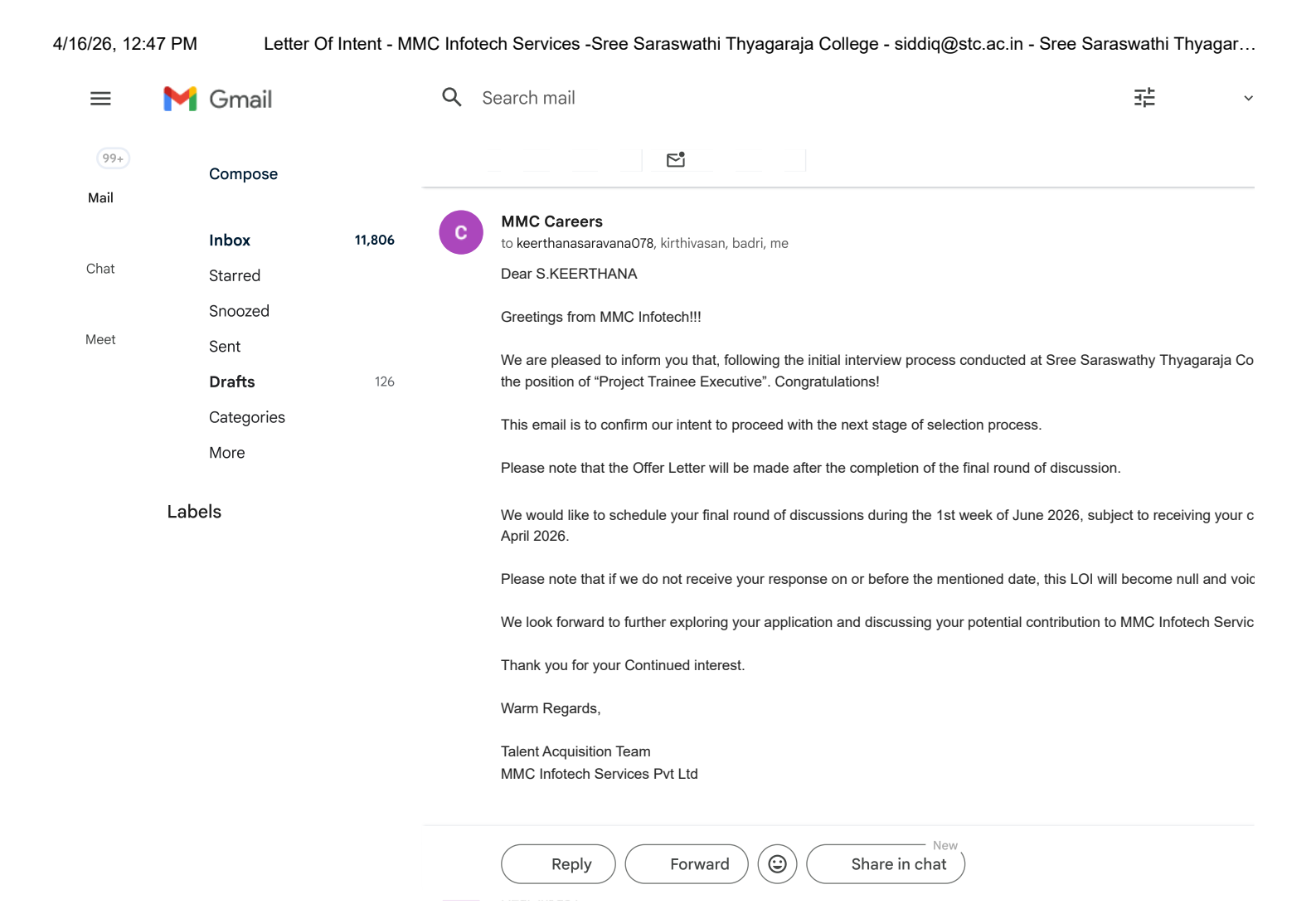
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MMC Careers
to keerthanasaravana078, kirthivasan, badri, me
Dear S.KEERTHANA
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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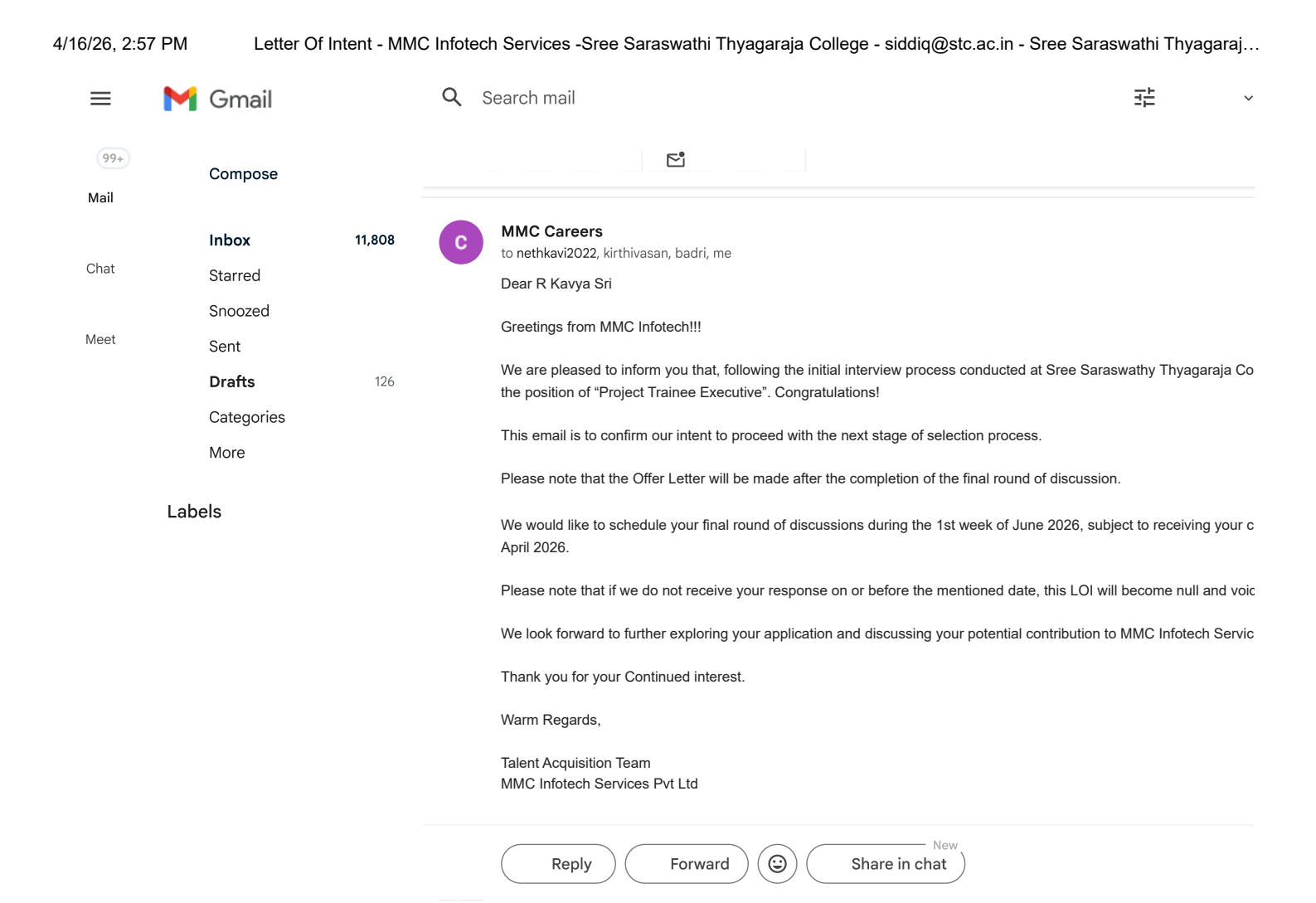
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MMC Careers
to nethkavi2022, kirthivasan, badri, me
Dear R Kavya Sri
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
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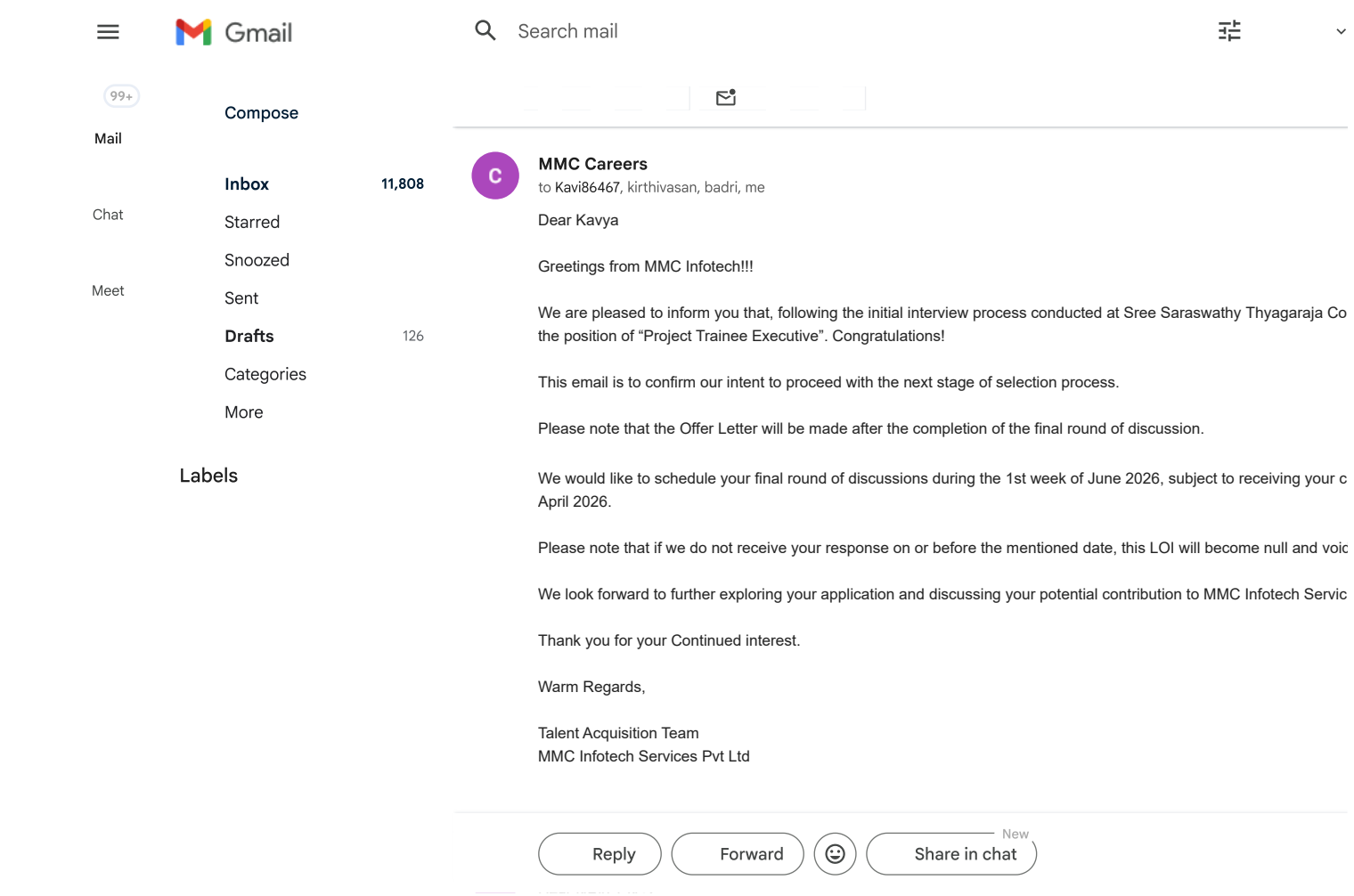
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MMC Careers
to Kavi86467, kirthivasan, badri, me
Dear Kavya
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Warm Regards,
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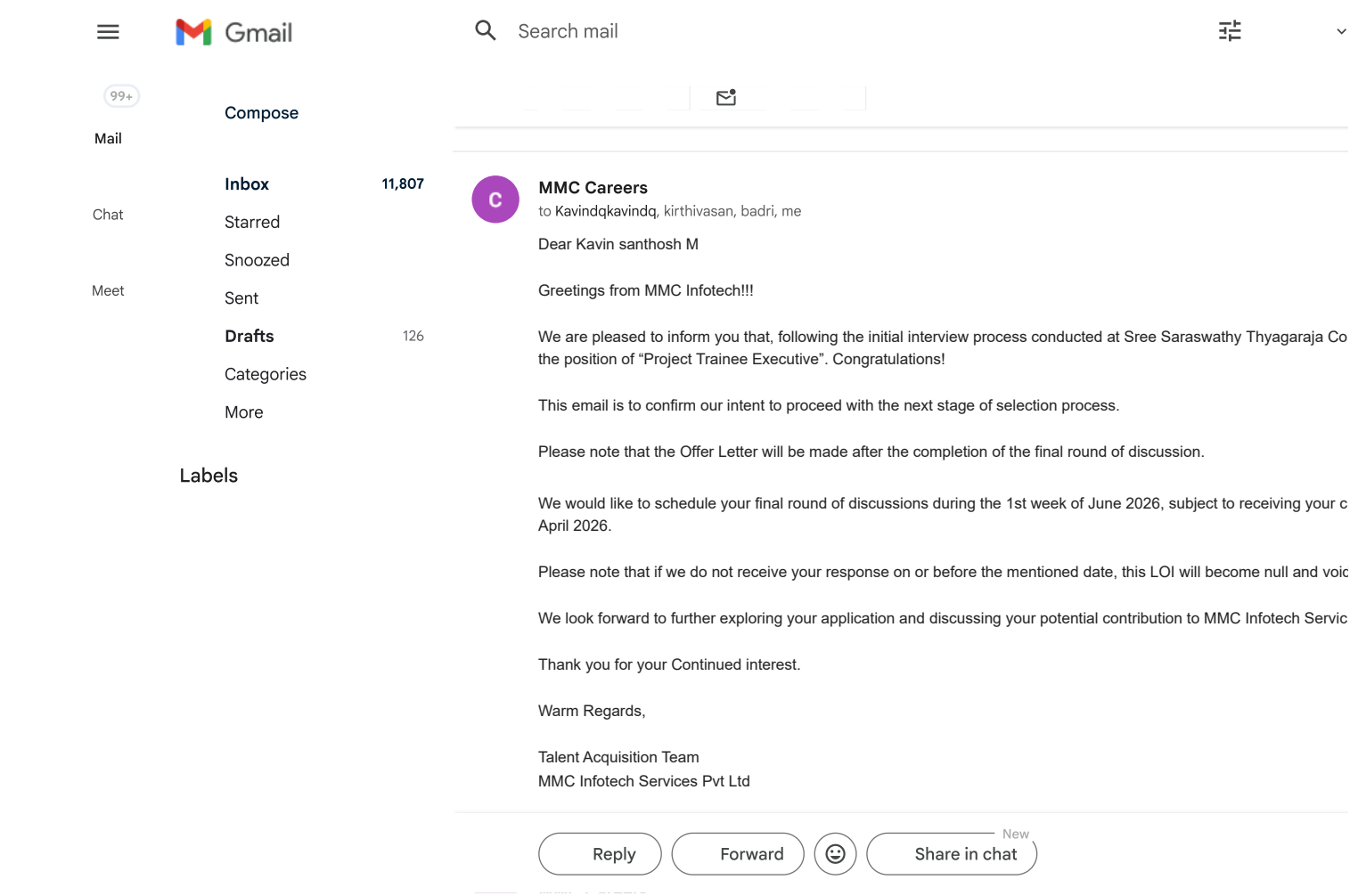
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MMC Careers
to Kavindqkavindq, kirthivasan, badri, me
Dear Kavin santhosh M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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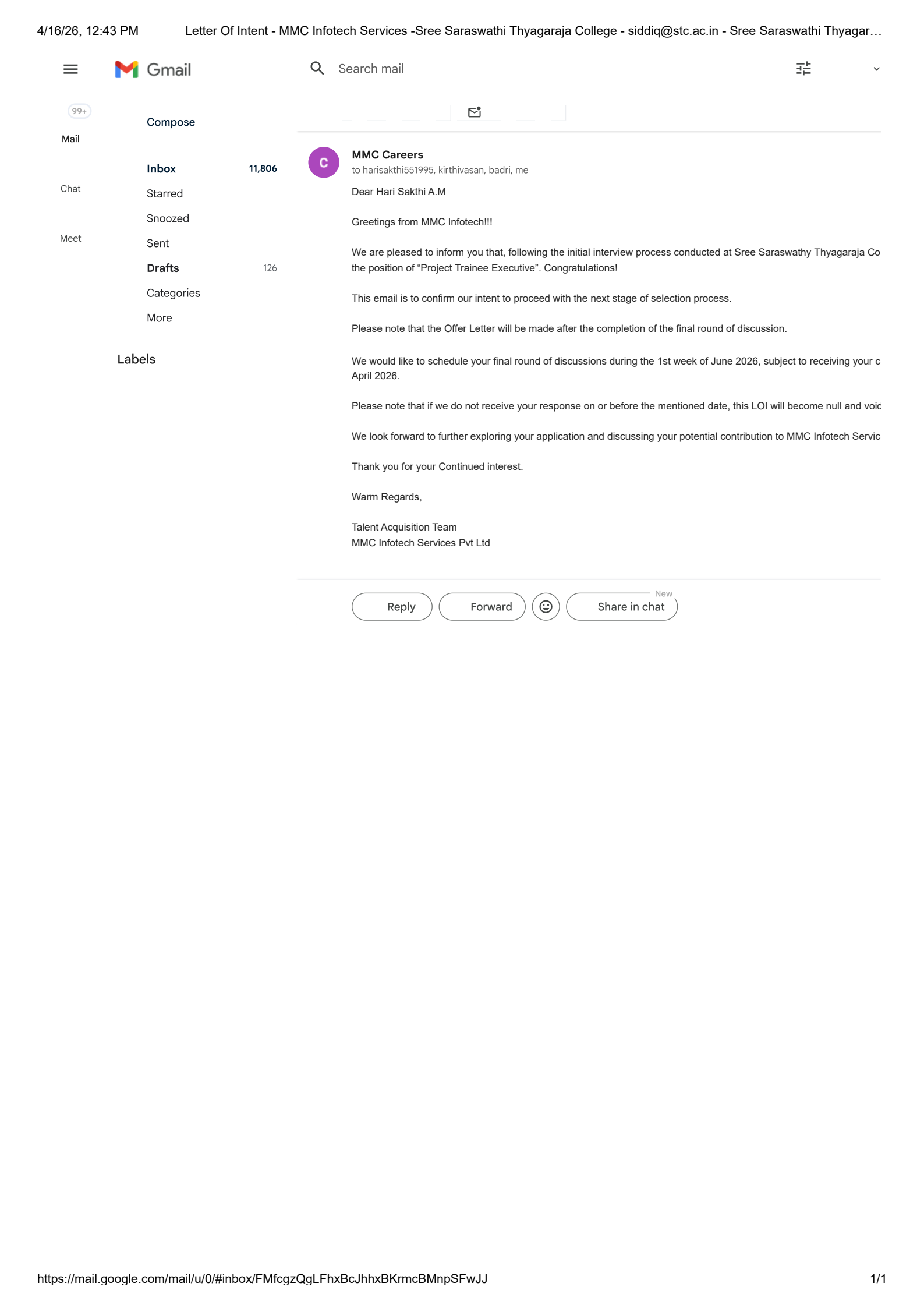
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MMC Careers
to harisakthi551995, kirthivasan, badri, me
Dear Hari Sakthi A.M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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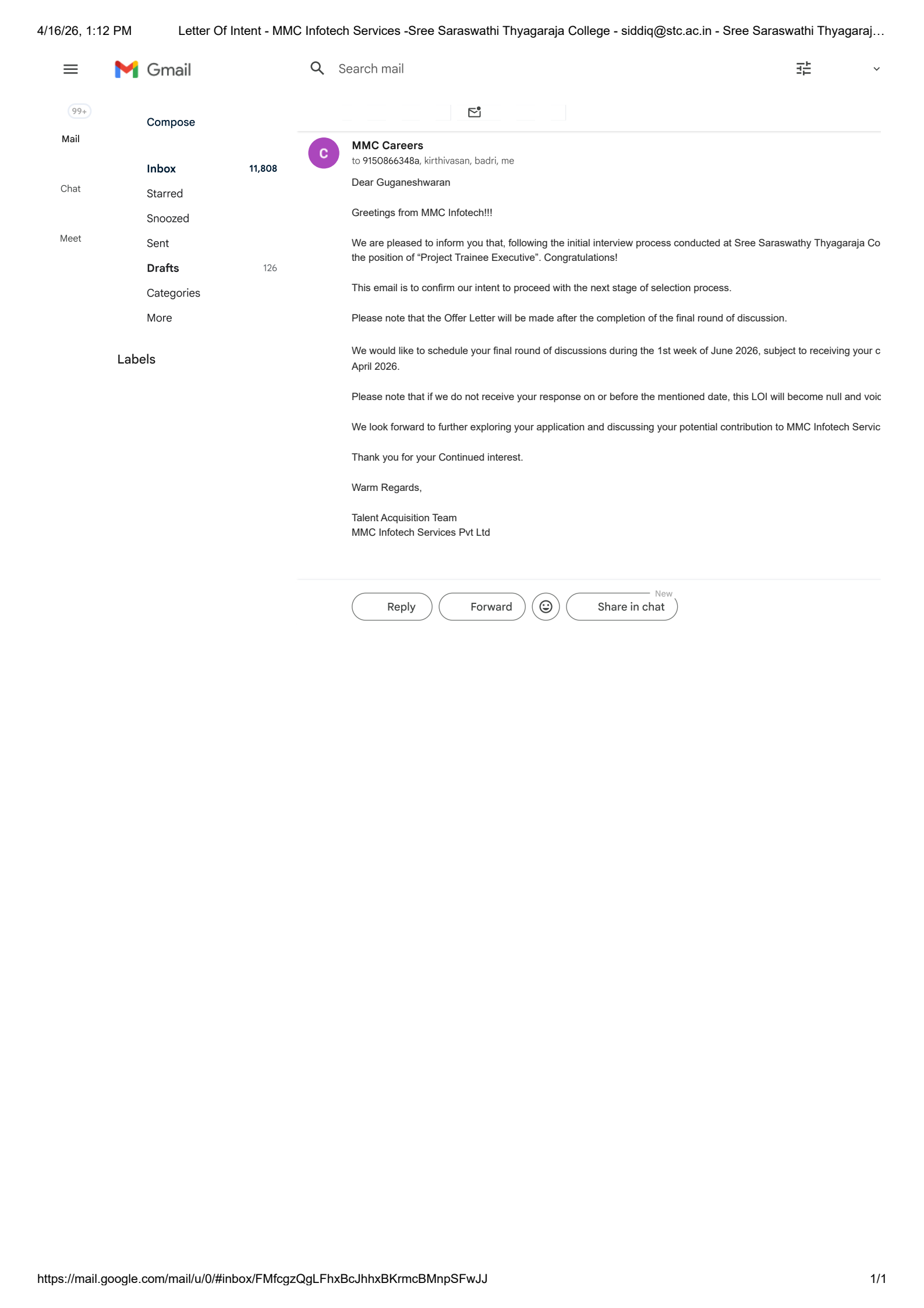
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MMC Careers
to 9150866348a, kirthivasan, badri, me
Dear Guganeshwaran
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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Thank you for your Continued interest.
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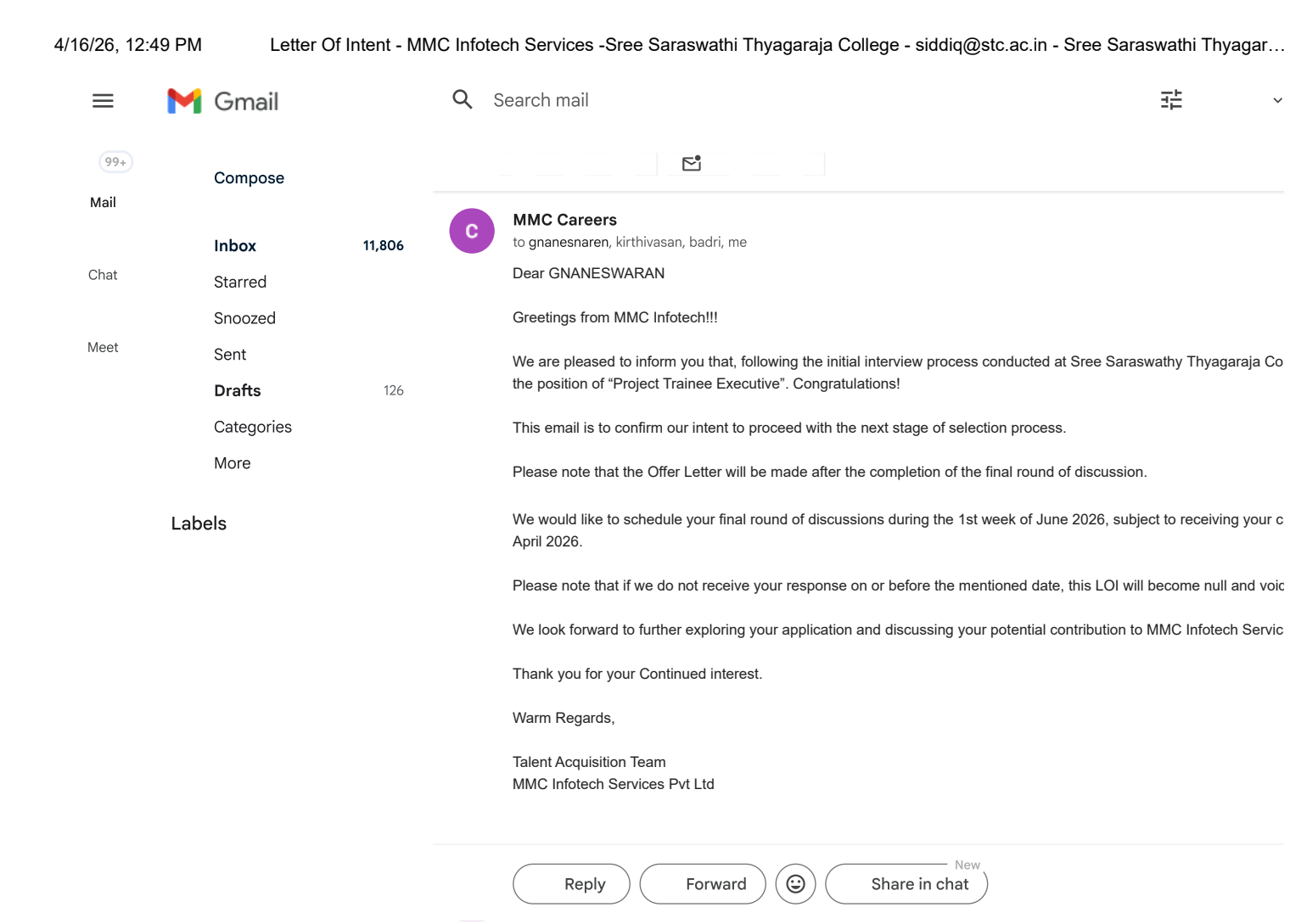
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MMC Careers
to gnanesnaren, kirthivasan, badri, me
Dear GNANESWARAN
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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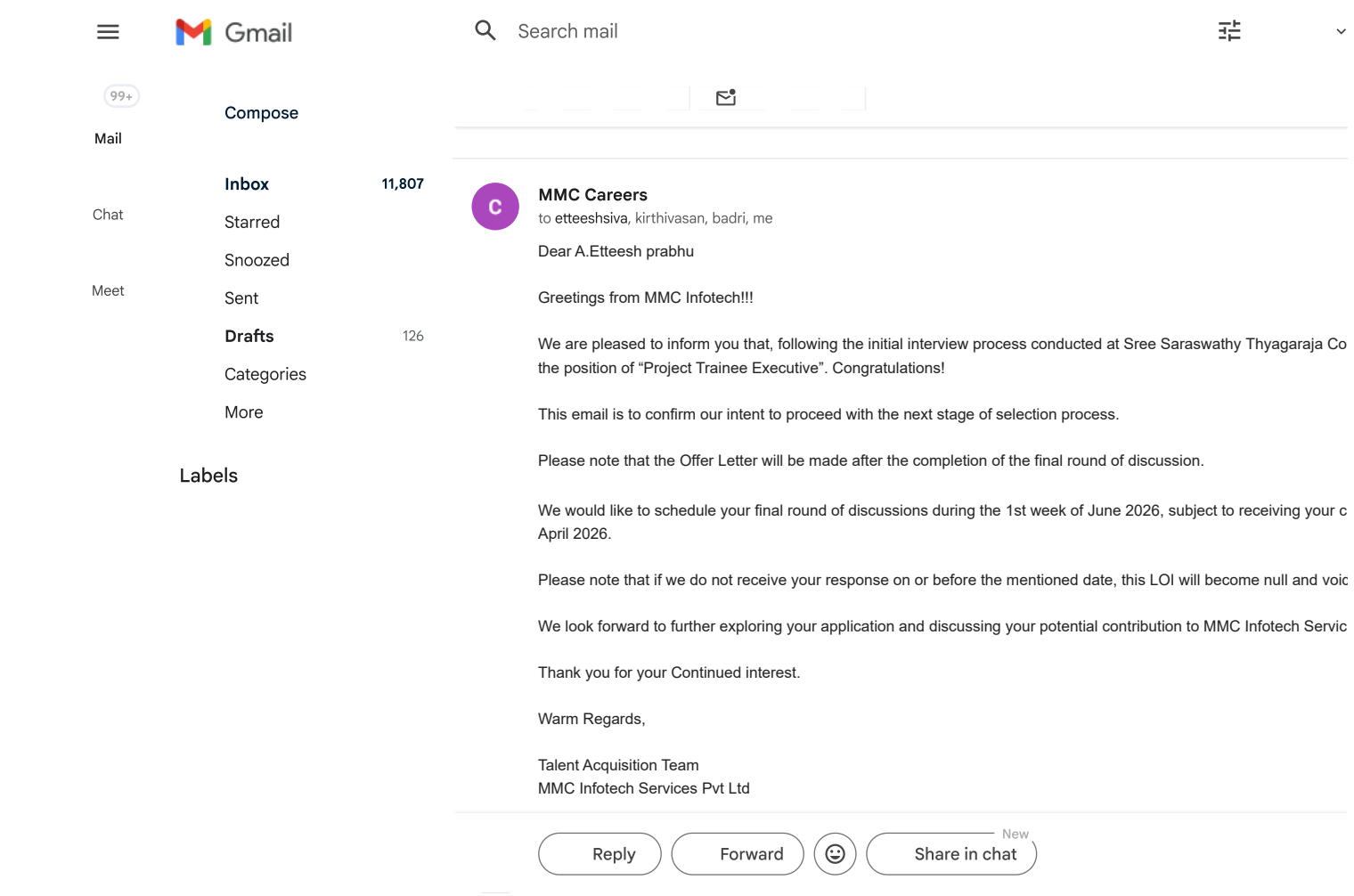

MMC Careers
to etteeshsiva, kirthivasan, badri, me

Dear A.Etteesh prabhu

Greetings from MMC Infotech!!!

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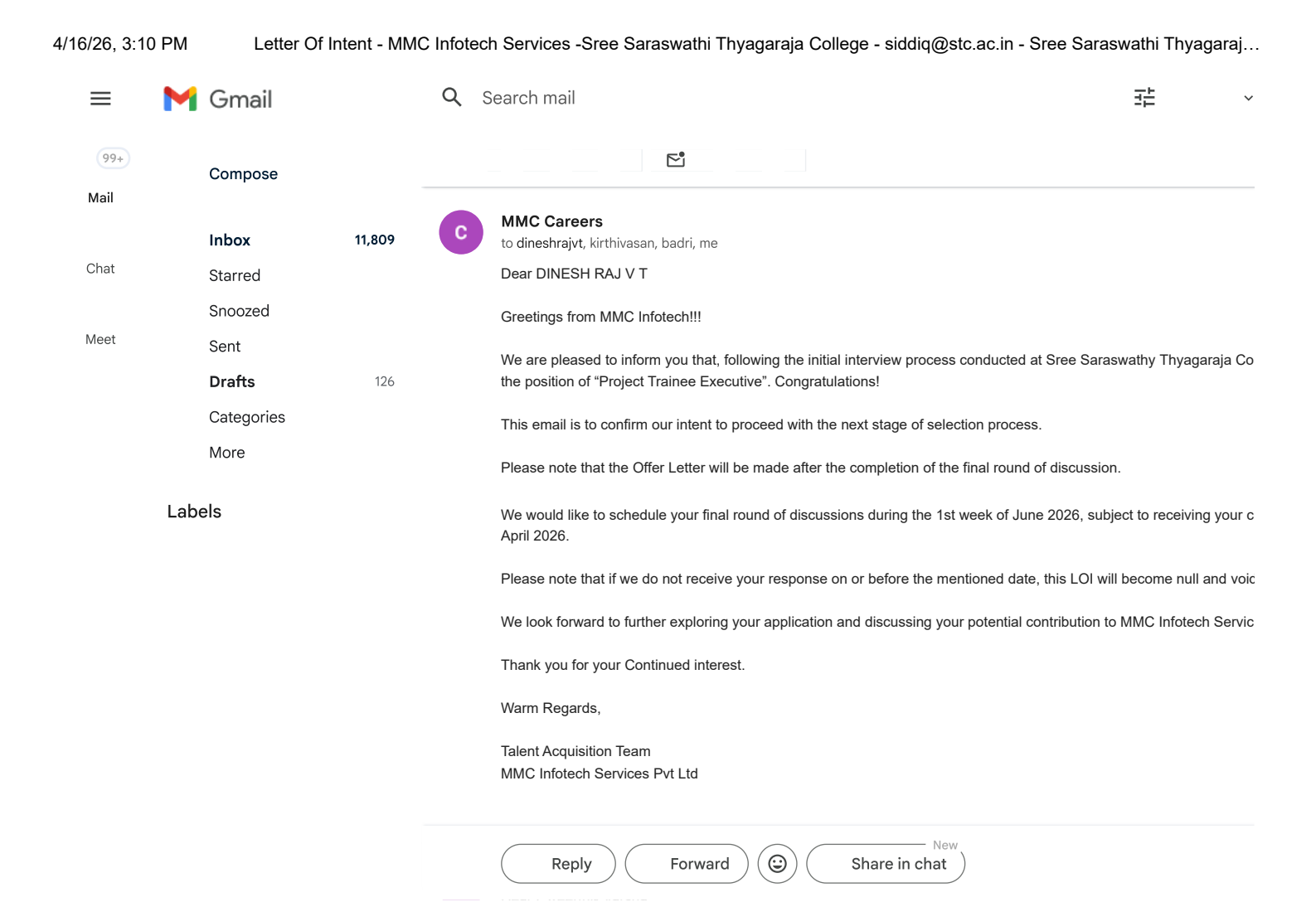
Thank you for your Continued interest.

Warm Regards,

Talent Acquisition Team
MMC Infotech Services Pvt Ltd



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MMC Careers
to dineshrajvt, kirthivasan, badri, me

Dear DINESH RAJ V T

Greetings from MMC Infotech!!!

We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co the position of “Project Trainee Executive”. Congratulations!

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Thank you for your Continued interest.

Warm Regards,

Talent Acquisition Team
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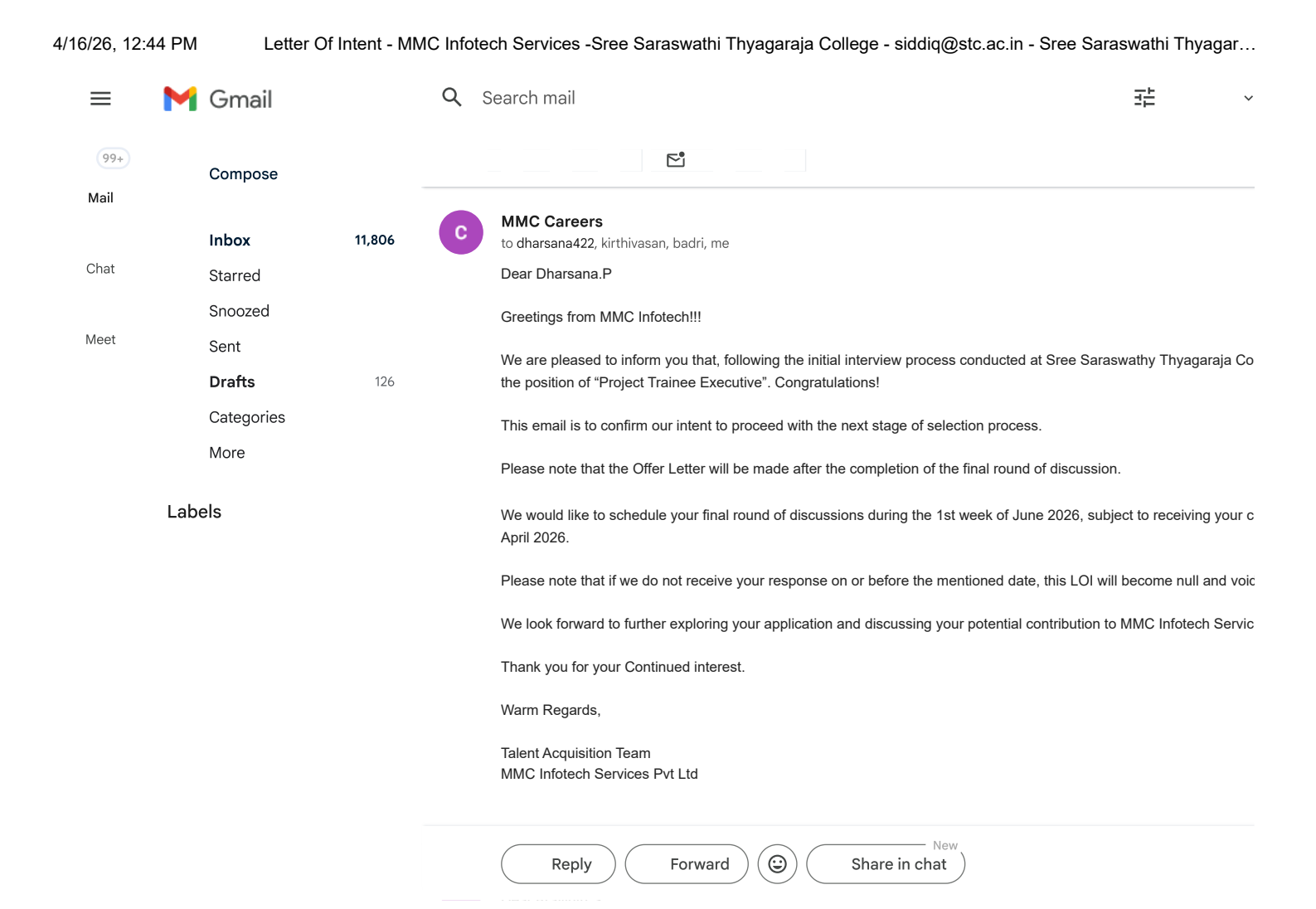
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MMC Careers
to dharsana422, kirthivasan, badri, me
Dear Dharsana.P
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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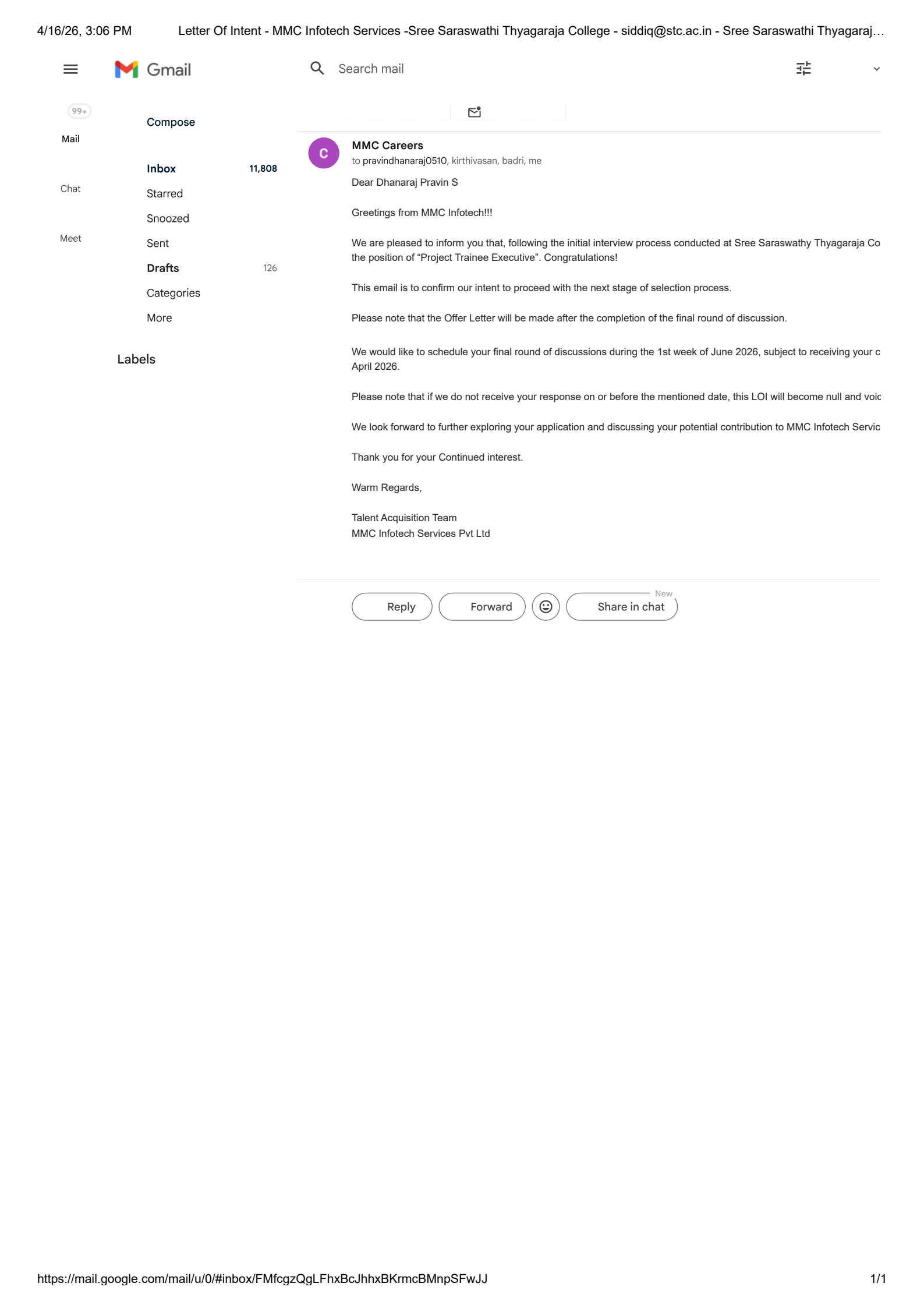
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MMC Careers
to pravindhanaraj0510, kirthivasan, badri, me
Dear Dhanaraj Pravin S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
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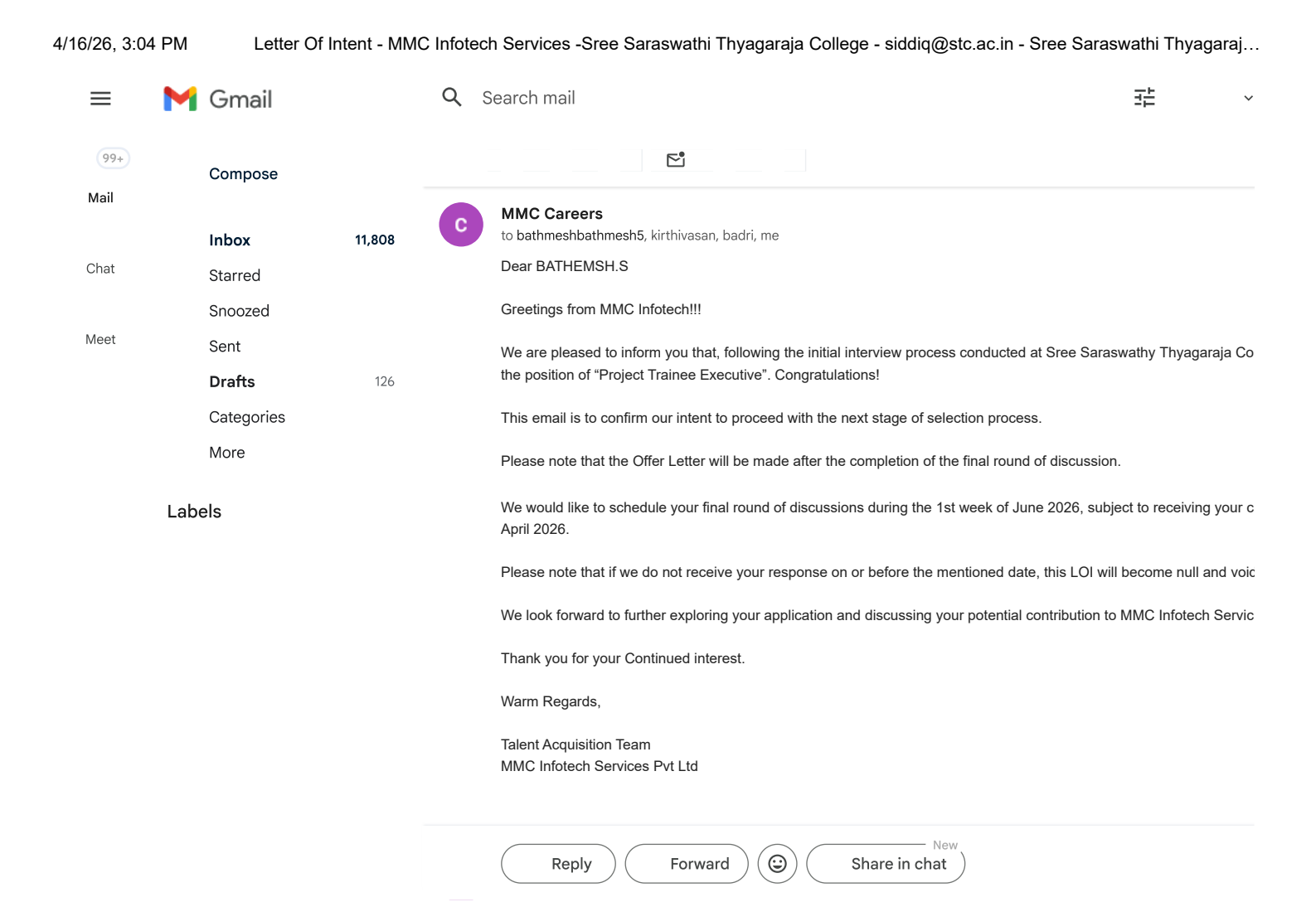
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MMC Careers
to bathmeshbathmesh5, kirthivasan, badri, me
Dear BATHEMSH.S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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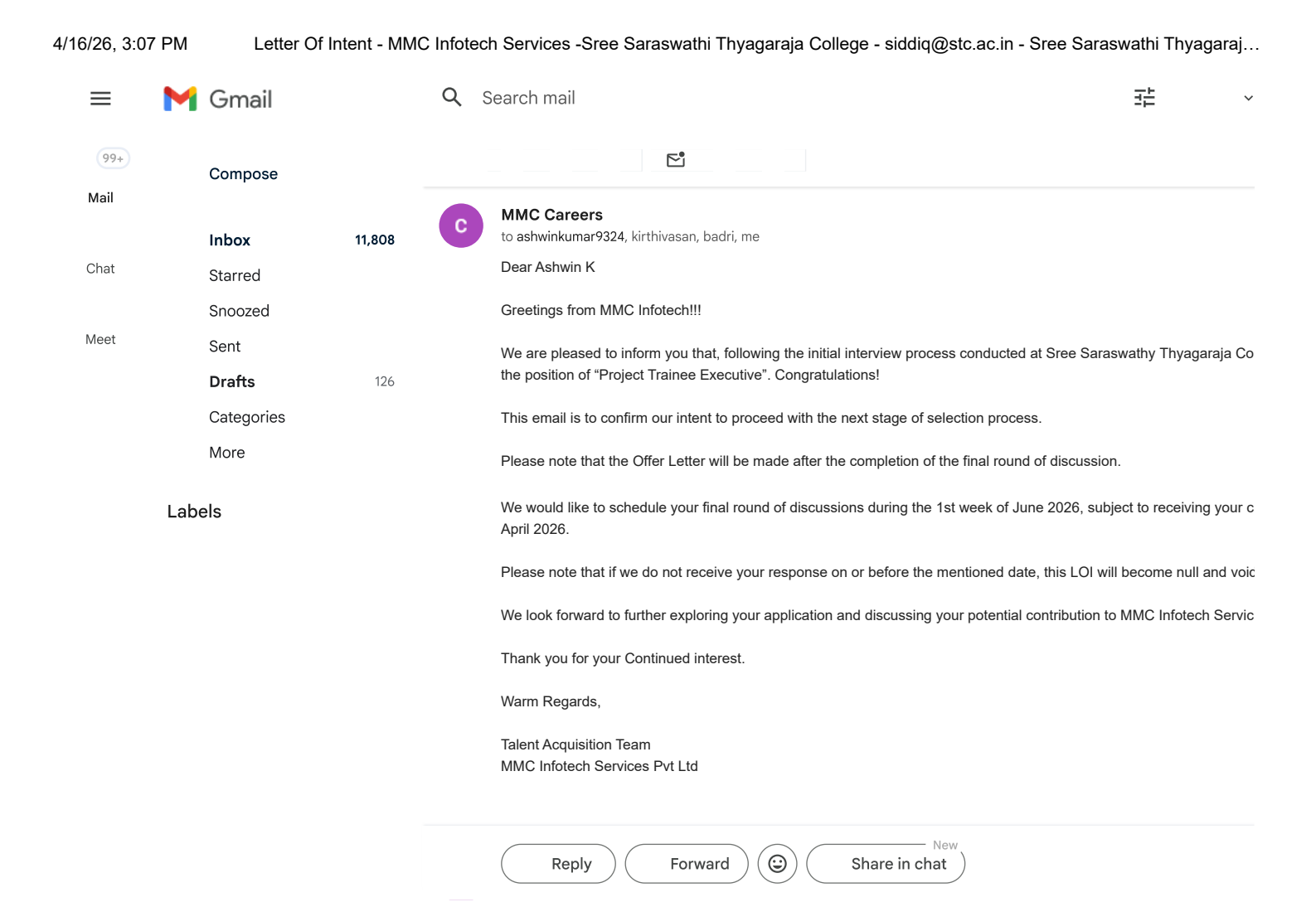
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MMC Careers
to ashwinkumar9324, kirthivasan, badri, me
Dear Ashwin K
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
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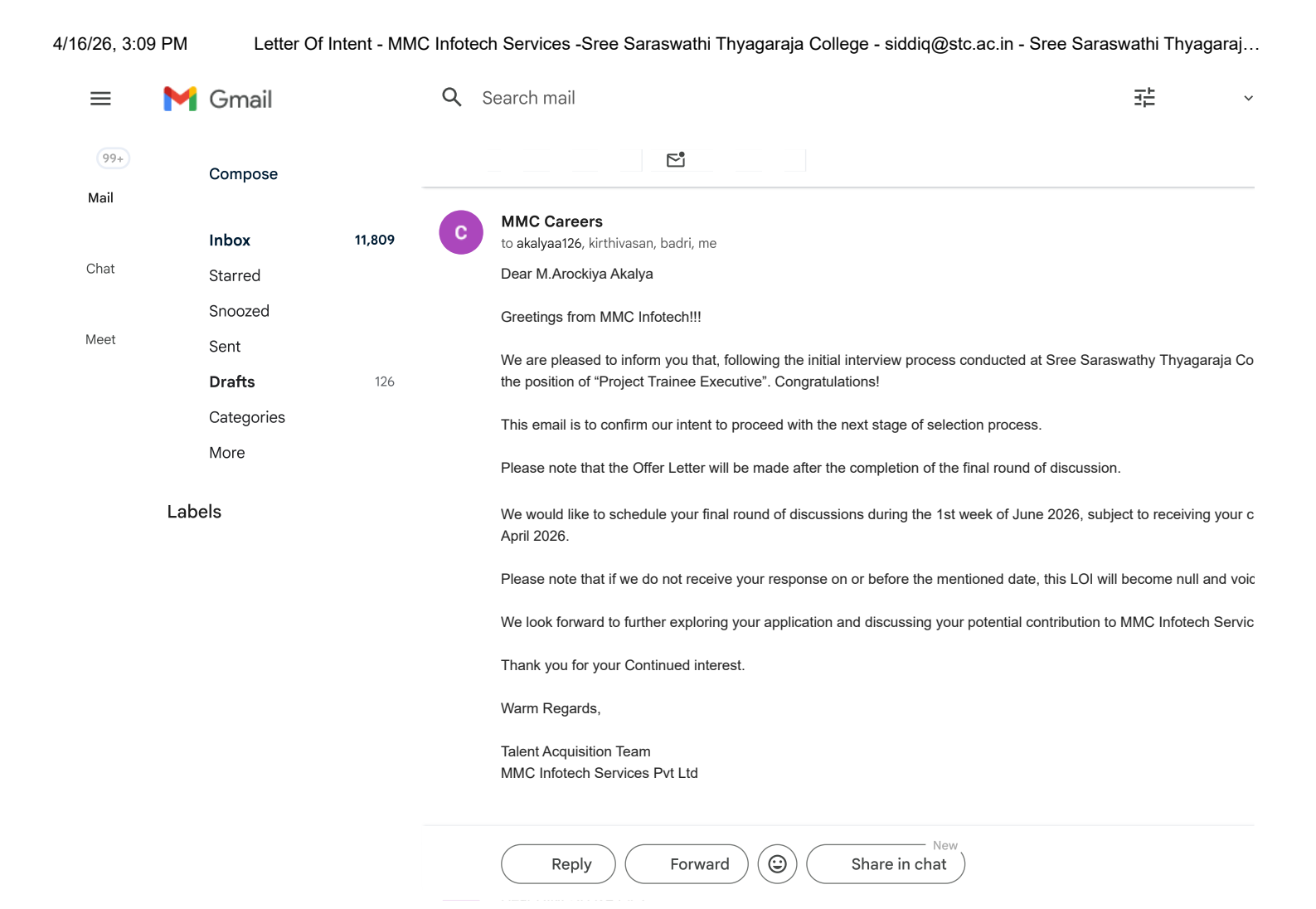
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MMC Careers
to akalyaa126, kirthivasan, badri, me
Dear M.Arockiya Akalya
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
April 2026.
Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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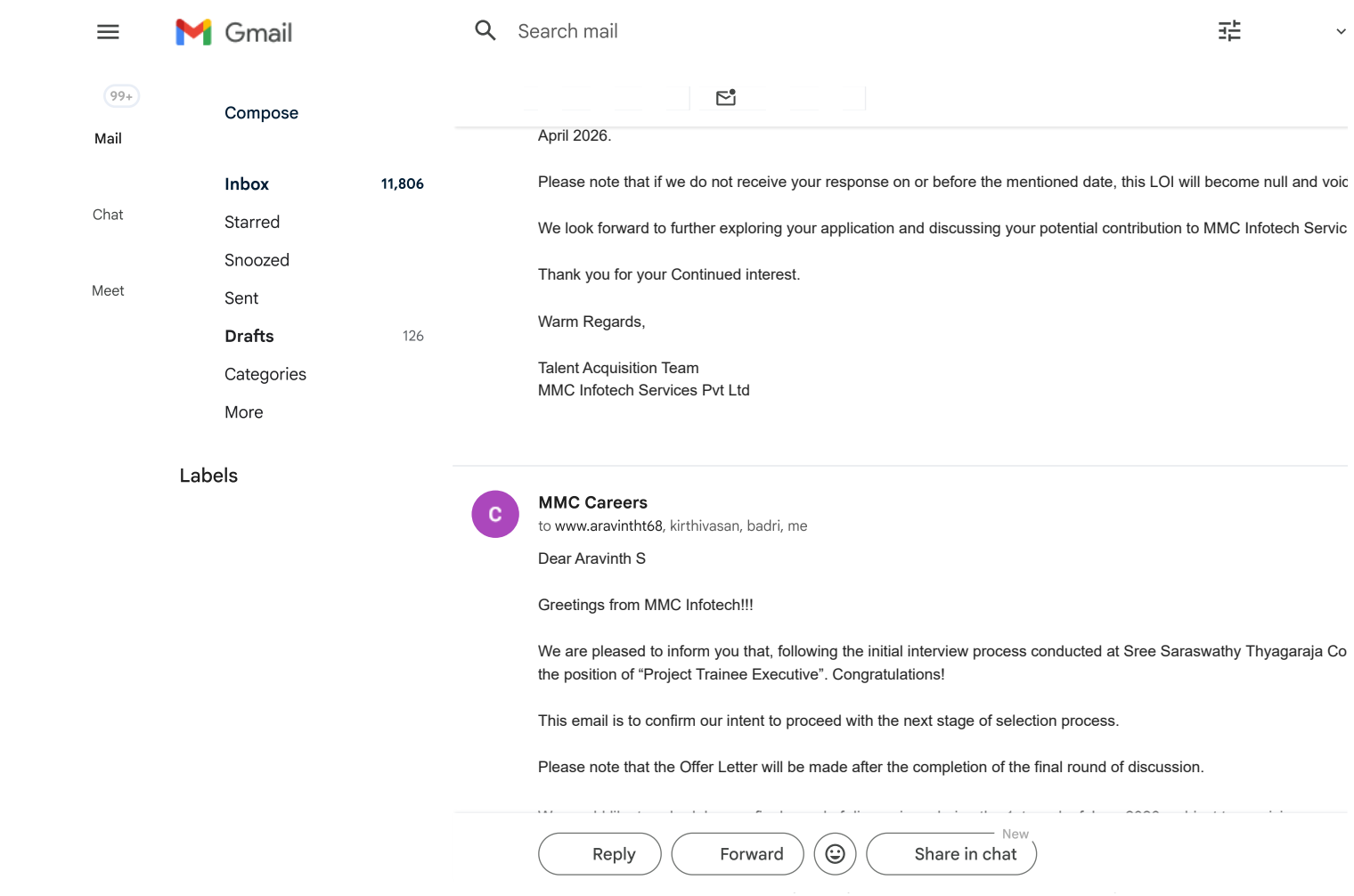
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Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
C
MMC Careers
to www.aravintht68, kirthivasan, badri, me
Dear Aravinth S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
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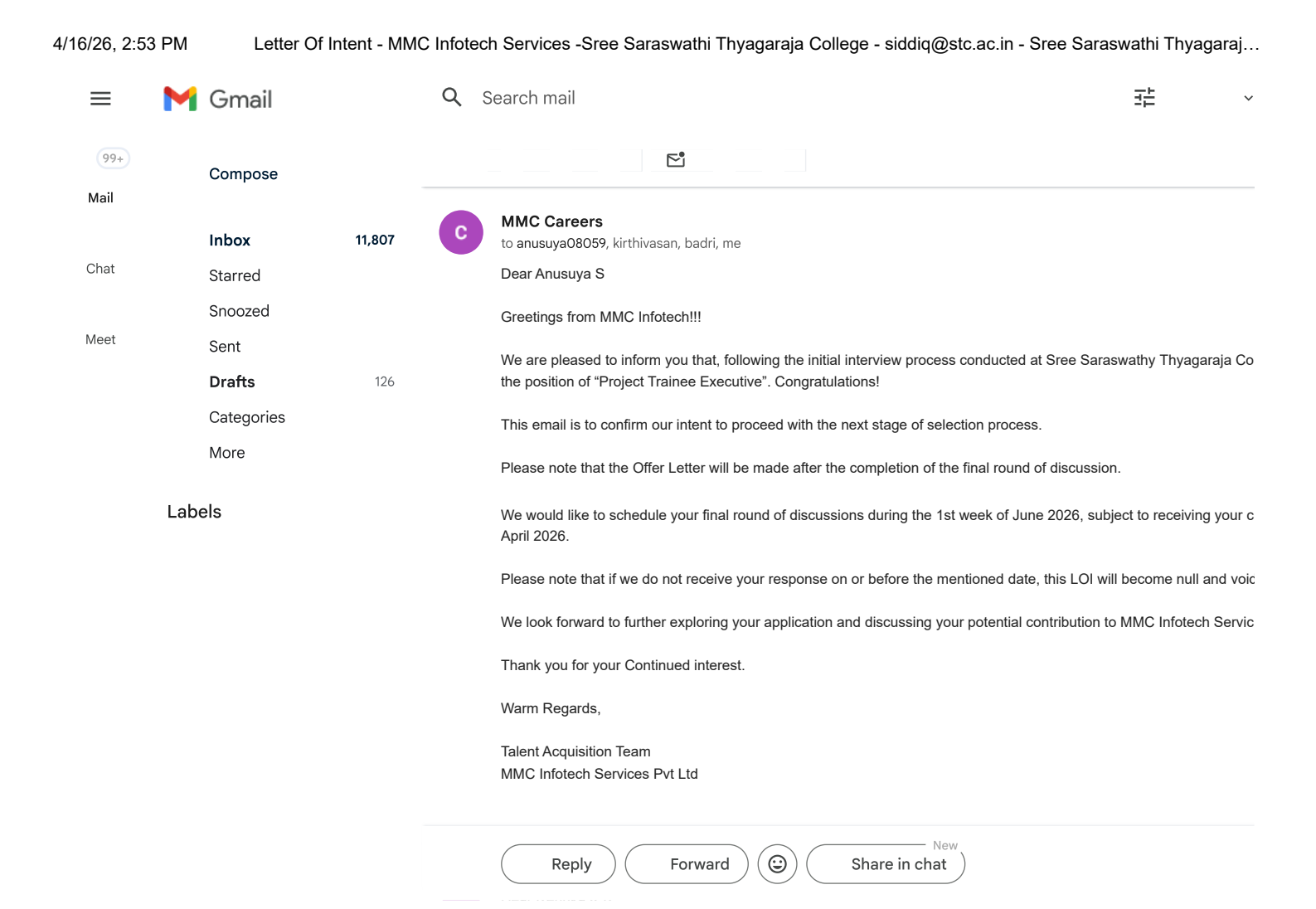
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MMC Careers
to anusuya08059, kirthivasan, badri, me
Dear Anusuya S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
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Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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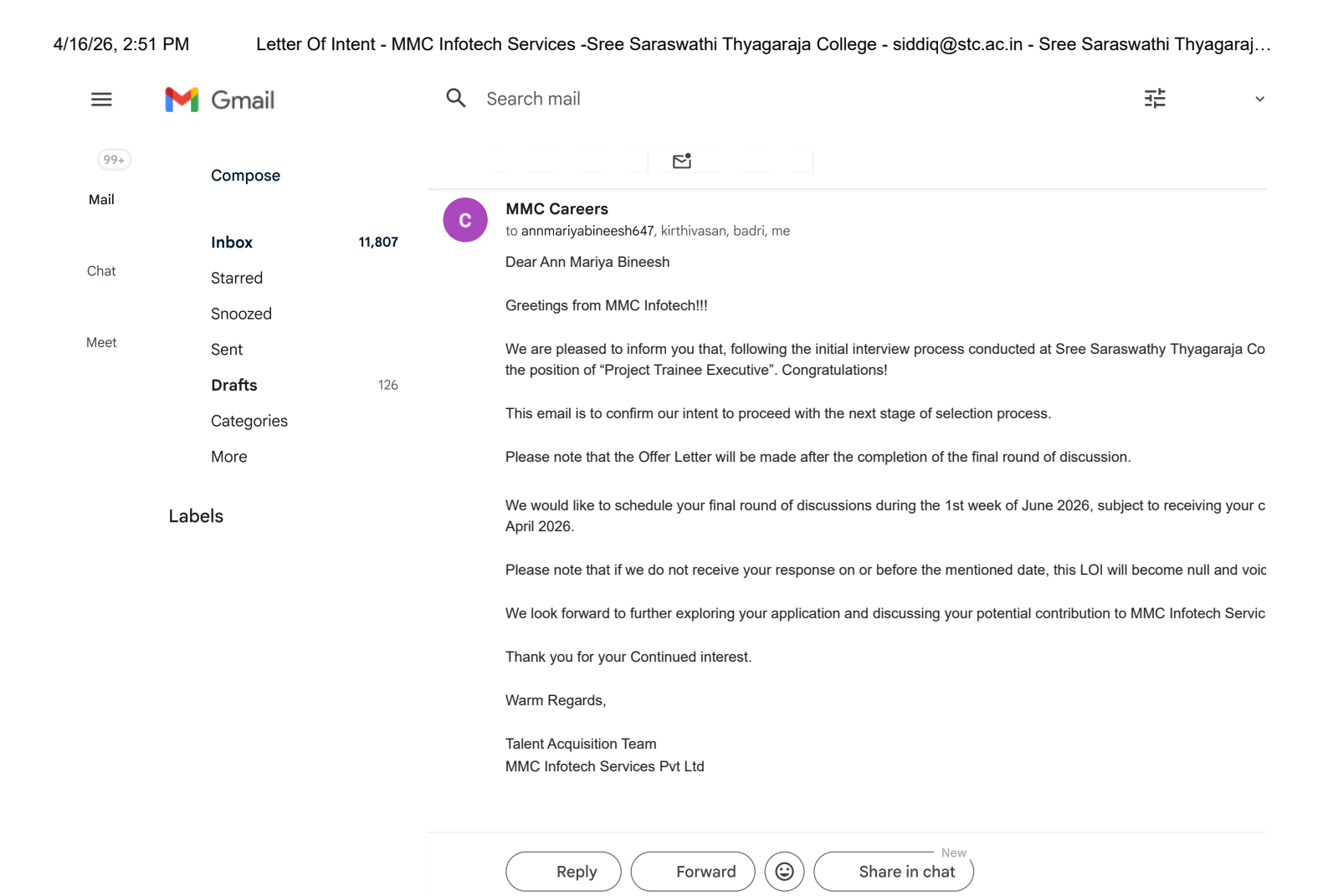
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MMC Careers
to annmariyabineesh647, kirthivasan, badri, me
Dear Ann Mariya Bineesh
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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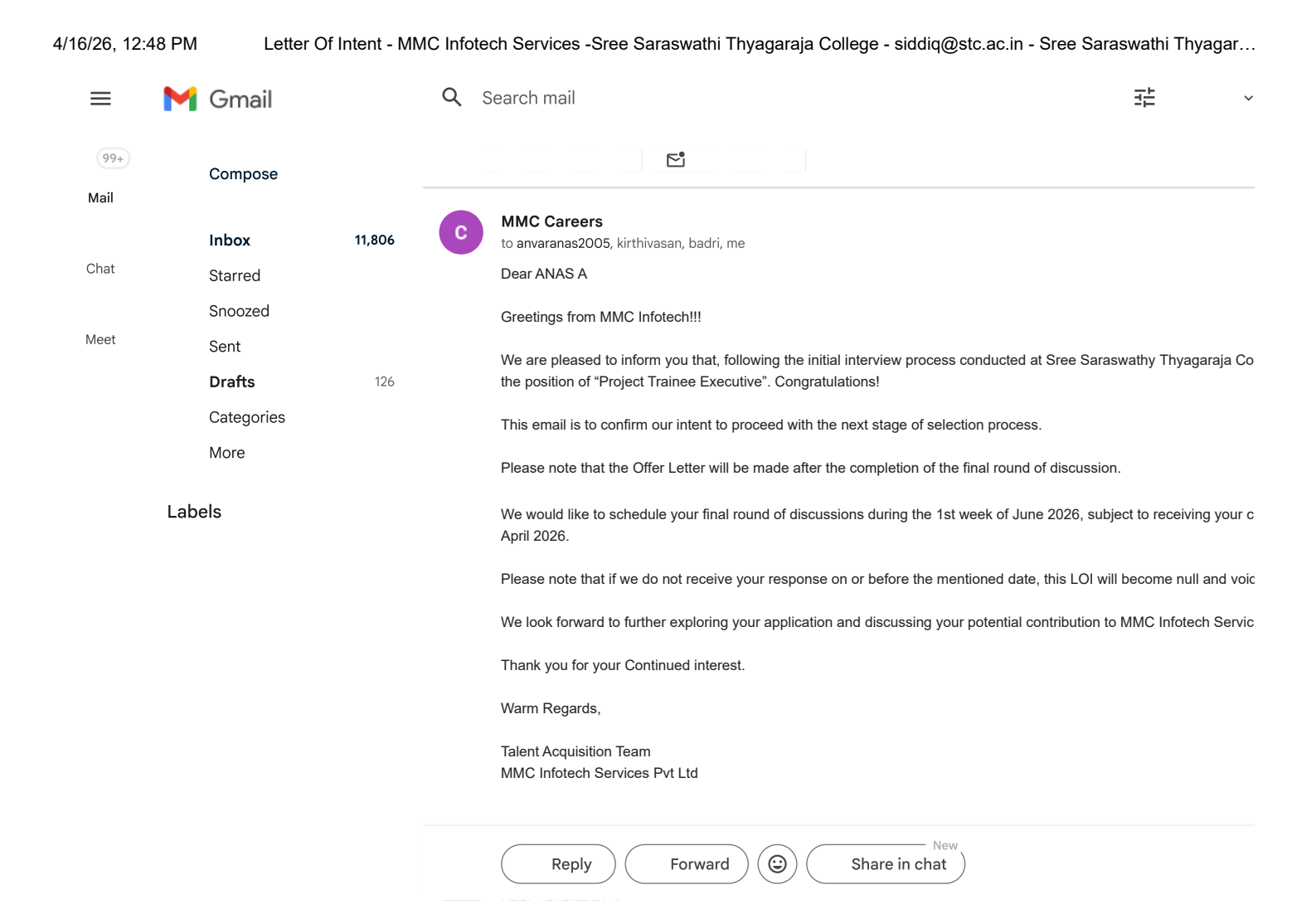
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MMC Careers
to anvaranas2005, kirthivasan, badri, me
Dear ANAS A
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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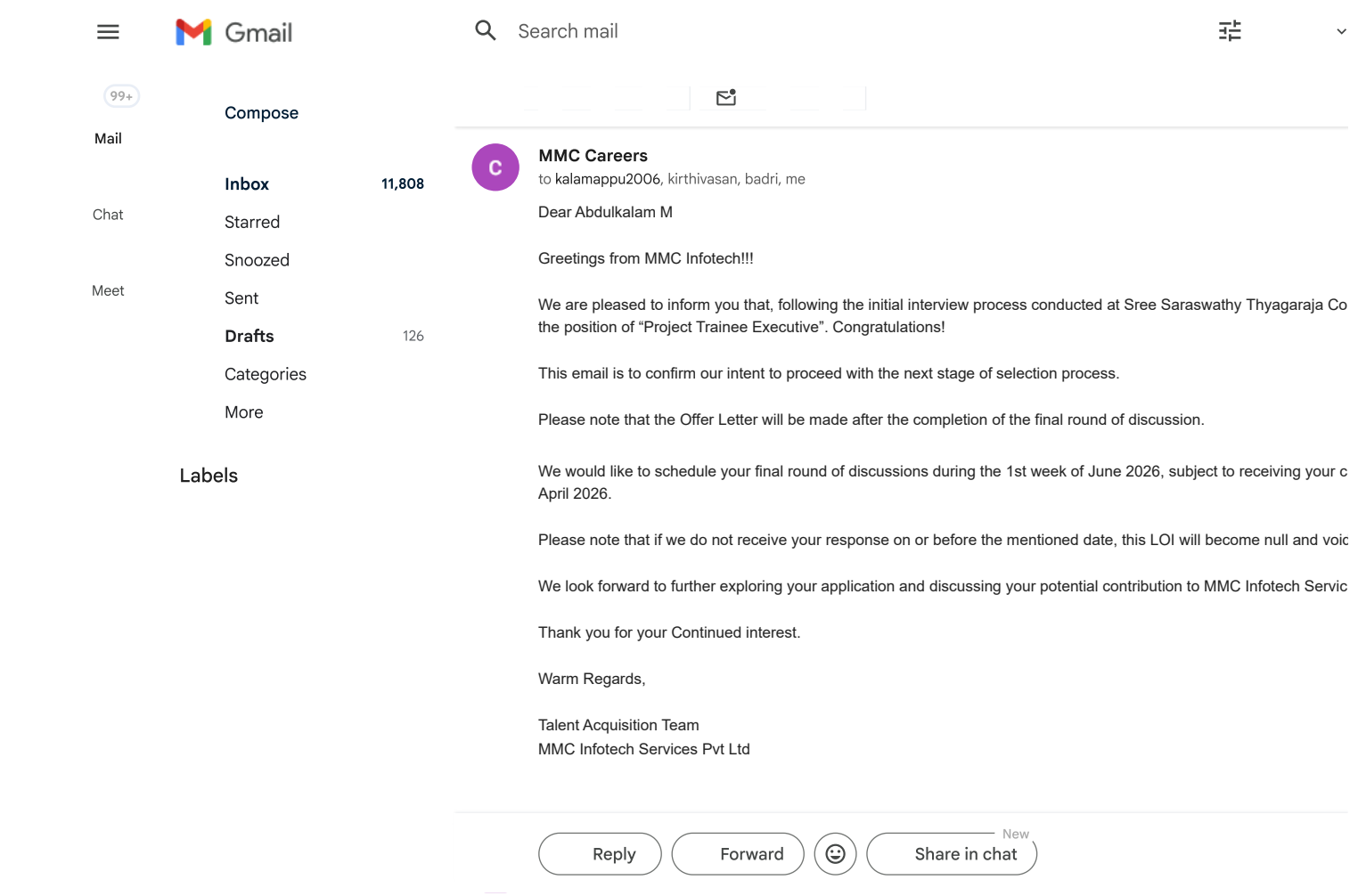
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MMC Careers
to kalamappu2006, kirthivasan, badri, me
Dear Abdulkalam M
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
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Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
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Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
Reply
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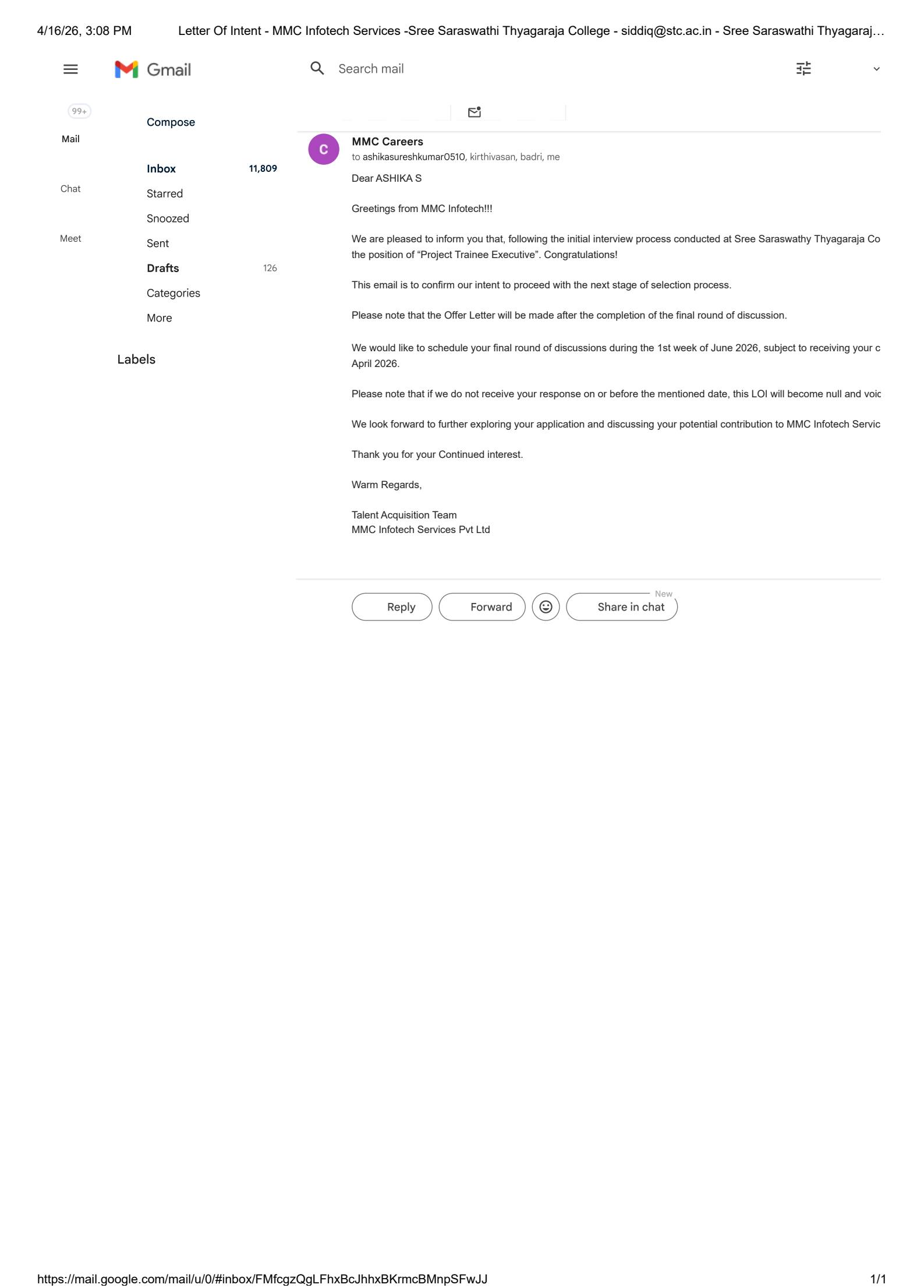
Share in chat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MMC Careers
to ashikasureshkumar0510, kirthivasan, badri, me
Dear ASHIKA S
Greetings from MMC Infotech!!!
We are pleased to inform you that, following the initial interview process conducted at Sree Saraswathy Thyagaraja Co
the position of “Project Trainee Executive”. Congratulations!
This email is to confirm our intent to proceed with the next stage of selection process.
Please note that the Offer Letter will be made after the completion of the final round of discussion.
We would like to schedule your final round of discussions during the 1st week of June 2026, subject to receiving your c
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Please note that if we do not receive your response on or before the mentioned date, this LOI will become null and voic
We look forward to further exploring your application and discussing your potential contribution to MMC Infotech Servic
Thank you for your Continued interest.
Warm Regards,
Talent Acquisition Team
MMC Infotech Services Pvt Ltd
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Joyalukkas
World's favourite jeweller

To,
Mr. VISHNU PRASAD K

Sub: Appointment for the Position of Trainee – Retail Sales

Dear VISHNU PRASAD K

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the COIMBATORE CROSSCUT branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

JOYALUKKAS INDIA LIMITED BENGALURU

Registered Office:
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(Formerly known as 'Joyalukkas India Private Limited')
5/309-3, Fathima Nagar, Mission Quarters,
Thrissur, Kerala, India- 680005
Tel: 0487 2329222
E-mail: customercare@joyalukkas.com
Website: www.joyalukkas.com
CIN : U51398KL2002PLC015372

Corporate Office: Joyalukkas India Limited, 909 Lavelle, 19th floor, 135, Lavelle Road, Shanthala Nagar, Sampangi Rama Nagar, Bengaluru, Karnataka-560001. Tel: 080 49174000

- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	VISHNU PRASAD K	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	COIMBATORE CROSSCUT	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. VIGNESH M

Sub: Appointment for the Position of Trainee – Retail Sales

Dear VIGNESH M

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the SALEM branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

JOYALUKKAS INDIA LIMITED BENGALURU

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Tel: 0487 2329222
E-mail: customercare@joyalukkas.com
Website: www.joyalukkas.com
CIN : U51398KL2002PLC015372

- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

JOYALUKKAS INDIA LIMITED BENGALURU

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	VIGNESH M	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	SALEM	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. S SURIYA

Sub: Appointment for the Position of Trainee – Retail Sales

Dear S SURIYA

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the VELACHERY-1, CHENNAI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	S SURIYA	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-1, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. RAMKUMAR N

Sub: Appointment for the Position of Trainee – Retail Sales

Dear RAMKUMAR N

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the THIRUNELVELI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	RAMKUMAR N	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	THIRUNELVELI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. NAVEEN PRASATH

Sub: Appointment for the Position of Trainee – Retail Sales

Dear NAVEEN PRASATH

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the THIRUNELVELI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

JOYALUKKAS INDIA LIMITED BENGALURU

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CIN : U51398KL2002PLC015372

Corporate Office: Joyalukkas India Limited, 909 Lavelle, 19th floor, 135, Lavelle Road, Shanthala Nagar, Sampangi Rama Nagar, Bengaluru, Karnataka-560001. Tel: 080 49174000

- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	NAVEEN PRASATH	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	THIRUNELVELI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. MUGESH KUMAR

Sub: Appointment for the Position of Trainee – Retail Sales

Dear MUGESH KUMAR

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the TIRUPPUR branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	MUGESH KUMAR	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	TIRUPPUR	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. DINESH RAJ VT

Sub: Appointment for the Position of Trainee – Retail Sales

Dear DINESH RAJ VT

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the VELACHERY-1, CHENNAI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
- You must not share or reveal any information outside the company about the Company's work, management, or research—during your job or after it ends—unless the Management allows it or the law requires it.

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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	DINESH RAJ VT	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-1, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. CHELLADURAI M

Sub: Appointment for the Position of Trainee – Retail Sales

Dear CHELLADURAI M

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the VELACHERY-2, CHENNAI branch, on 01-05-2026, where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
- You will be eligible for PF, ESI, Bonus, Gratuity, and other benefits as per the applicable laws. You will also be entitled to any other benefits provided by the company, as per company policy. Any costs related to uniforms, insurance, or other expenditures incurred by the company may be recovered from you as per the company's policy.
- You are required to adhere to all the rules and policies of the company. Any violation of the same may result in disciplinary action, as deemed fit by management.
- Your working hours and leave policy will be communicated to you subsequently. Your services may be transferred to any department or location within India as required by the company.
- To resign from the company, you must provide one month's prior notice or one month's salary in lieu thereof.
- After probation, either party may terminate the service by providing one month's prior notice or salary in lieu thereof.
- As per company policy, the retirement age is fixed at 60 years, subject to amendments.
- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
- This appointment is subject to your being and remaining medically fit. The company reserves the right to terminate your services immediately if you are identified as being affected by any communicable or permanent diseases.
- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	CHELLADURAI M	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-2, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

To,
Mr. ARUNKUMAR.....

Sub: Appointment for the Position of Trainee – Retail Sales

Dear ARUNKUMAR.....

This is in reference to your application and the subsequent interview you had with Joyalukkas India Limited. We are pleased to inform you that you have been selected for the position of **Trainee – Retail Sales** with our organization on the following terms and conditions:

You are requested to report at the .....VELACHERY-2, CHENNAI.....branch, on 01-05-2026....., where you will be reporting to the Manager designated at the branch. The Job Description for this position will be given by the Manager.

Your compensation details are attached herewith (Annexure I).

- Your salary will be reviewed on April 1st of each year, or at such other time as management may decide. Salary revisions are at the discretion of management and will be based on performance and results.
- You will be on probation for a period of six months from the date of your appointment. Upon satisfactory completion of the probation period, you will be regularized. During probation, your work, attendance, and conduct will be scrutinized, and your services may be terminated at any time without assigning any reason or notice.
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- You shall not engage in any work outside the premises of Joyalukkas India Limited. Any violation may result in disciplinary action as deemed fit by management.
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- The Company shall initiate a background verification process including Address, Previous Employment history, Criminal records, Educational Qualification and ID verification, through a third-party agency within three months of your appointment. In the event any information or document provided by you is found to be incorrect, manipulated, misleading or misrepresented, the company reserves the right to rescind this offer or take appropriate action, including termination of employment.
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- Any documents/ data/ records/ ID card/ assets/ electronics gadget belongs to the company shall be returned before leaving the company or in the case of termination.

Please confirm your acceptance by signing this letter.

Best wishes,

Joseph Christo
Head HR & Admin

Acknowledgment of Acceptance

I hereby confirm my acceptance of the offer and I will join on..... Sign: _____

Name & Date: _____

Annexure – I

CTC and Compensation Structure:-

BREAK UP OF CTC		
EMPLOYEE NAME	ARUNKUMAR	
DESIGNATION	**Trainee – Retail Sales**	
DEPARTMENT	Sales	
LOCATION	VELACHERY-2, CHENNAI	
COMPONENTS	**MONTHLY**	**ANUALLY**
MONTHLY CASH BENEFITS		
Basic Salary	19000	228000
Additional/City Allowance	4000	48000
GROSS MONTHLY SALARY	**23000**	**276000**
ANNUAL CASH BENEFITS		
Bonus	1583	19000
STATUTORY BENEFITS		
Provident Fund	1800	21600
Gratuity	717	8604
EMPLOYEE WELFARE BENEFITS		
Medical Insurance/Term Insurance	266	3192
TOTAL GROSS EARNINGS	**27366**	**328392**

- *In addition to this, you will be eligible for sales incentives based on the individual and branch performance after six months.*
- *Free food & Batchlor accommodation will be provided.*
- *Additional allowance ranging from rupees 2000 to 4000 will be paid for postings/ Relocations outside of Kerala.*
- *The additional allowance will not be provided to Kerala region branches. In case you relocated to Kerala Region, the additional allowance will be deducted.*

I.Siddiq MBA <siddiq@stc.ac.in>

Shortlisted Candidates – STC College Placement Drive

HR <hr@spearheadbs.com> Tue, Oct 28, 2025 at 8:12 PM
To: "siddiq@stc.ac.in" <siddiq@stc.ac.in>
Cc: Vel <vel@spearheadbs.com>, Prathap <prathap@spearheadbs.com>, Subramaniyan Thiyagarajan <subramani@spearheadbs.com>

Dear Mr. Siddiq,

Greetings from Spearhead!

We are pleased to share the list of students shortlisted from **STC College** during the recent placement drive. Please find attached excel sheet.

We request you to **update the availability of the shortlisted students** for the **final round**, so that we can schedule it accordingly.

The following process will be followed for on-boarding the freshers:

- The final round will be an **HR discussion**, after which we will share the **joining date**.
- Upon hiring, candidates will undergo a **3-month intensive training program** related to their project or domain.
- During the training period, the **stipend will be ₹15,000 per month**.
- At the end of each month, **practical assessments** will be conducted. Only those who qualify all assessments will be inducted into the live project/product team.
- After successful completion of training, there will be a **salary increment**.
- Post-increment, we expect the candidates to continue with us for a **minimum of 2 years**.

We take pride in shortlisting talented students from your institution and look forward to onboarding them soon.

Kindly confirm the students' availability for the final round at your earliest convenience.

Thank You!
Warm Regards,

Merlin
HR Executive
Spearhead Business Solution
hr@spearheadbs.com

STC- Final Selected Students List.xlsx
12K

Gmail

PENCILBITZ

99+
Mail
Chat
Meet

Compose

Inbox 11,808
Starred
Snoozed
Sent
Drafts 125
Categories
More

Labels

Recruiter <hrrecruiter.pencilbitz@gmail.com>
to me

Dear Sir,

Greetings from Pencil Bitz.

We would like to inform you that, following the recent placement drive, candidates have been evaluated and shortlisted

Date of Joining (DOJ):
06/04/2026 (Friday)

Office Location:
https://maps.app.goo.gl/Gnf8mo9M9KTjck3n6

Documents to be Carried (Mandatory):

Xerox copies of:

- 10th Certificate
- 12th Certificate
- UG Consolidated Certificate
- PG Consolidated Certificate (if applicable)
- Aadhar Card (Xerox)
- PAN Card (Xerox)
- **2 Passport Size Photographs**

Important Instructions:

- Candidates are required to bring their **laptop (mandatory)**
- Candidates are requested to report on time

Name	Role	Status
Jothi Prabha	Free FDP	Offer Rejected
Barani Priya	Free FDP	Offer Rejected
Alen	BDA	Offer Accepted
Sowmiya	Paid FDP	Offer Accepted
Prasanya	BDA	Offer Rejected

Note:

Reply Forward Share in chat New

Date: 24 February 2026

Letter of Intent

To

Placement Officer,

Sree Saraswathi Thyagaraja College,

Pollachi.

Subject: Letter of Intent for Selected Students from Sree Saraswathi Thyagaraja College.

Dear Mr. Placement Officer,

We are pleased to inform you that, after a successful recruitment process conducted at your esteemed institution, **LeSuccess Solutions (opc) Private Limited** has selected the following students for employment in our organization:

This Letter of Intent (LOI) serves as a preliminary confirmation of their selection. The final **Offer Letter** will be issued to each student at the time of joining, submission of necessary documentation, and successful completion of onboarding procedures.

Terms of Employment (Brief Overview):

- **Designation: Technical Mentor, Soft skills and Verbal Mentor, Sales (Internal)**
- **Location: Coimbatore (work from office)**
- **Salary Package – Fulltime: 3-5 LPA (*Based on Performance)**

Job Role	1st Month Training Period	2 - 7 Months	Probation Period 3 Months	Post Probation Period at Fulltime
Technical Mentor, Soft skills and Verbal Mentor, Sales (Internal)	No Stipend	7500	12500 *	3 - 5 LPA *

- Upon full-time onboarding, your salary starts from ₹3 LPA, with the potential to grow to ₹5 LPA based on performance.

List of Selected Students:

Sl. No	Name	Department	Role
1	K M Sri Sharmi	BBA	Sales (Internal)
2	Kayalvizhi P	BBA	
3	Srinithi P	B. Com (CA B)	
4	Vindhiya R	B. Com	
5	Aishvarya S	B. Com	
6	Shalini Harsini S	M.Sc. Maths	
7	Mohamed Jassim	B.Sc. AI & ML	Technical Mentor
8	Shanmathi Muthukrishnan	BCA	
9	Pratossh	B.Sc. Cyber Forensics	Soft skills & Verbal Mentor

- **Joining Date:**

  26th February 2026

- **Other Conditions:** Subject to background verification, final mark sheet submission, and company policies.

We appreciate the support extended by your college in organizing the recruitment process and look forward to a continued association. We are confident that the selected students will add value to our organization and grow along with us.

Please do not hesitate to reach out for any further clarification. Thank you.

Uma Devi P K

Chief Executive Officer

LeSuccess Solutions (opc) Private Limited.

Date: March 10, 2026

Ref: LTM/HR/NE6/Campus/2026

Name: Madhushree S

College: Sree Saraswathi Thyagaraja College

LETTER OF OFFER FOR ASSOCIATE TRAINEE

Dear Madhushree S,

Welcome to LTM(hereinafter referred as the "Company"). Congratulations on being selected as an **Associate Trainee.** This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (Refer **Annexure 1**) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 20,000** pm.

2. All payments made to you would be subject to deduction of applicable taxes at source (TDS).Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.

3. You will also be issued a detailed Letter of Appointment as an Associate Trainee subject to you meeting the eligibility criteria as mentioned in **Annexure-1.**

4. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer **Annexure-2**)

5. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

6. If the above stated terms and conditions are acceptable to you, kindly sign and acknowledge this **Associate Trainee Offer Letter** in the **CampBuzz Portal** (https://campbuzz.ltimindtree.com) and register your credentials therein within 15 working days from the date of this letter.

   If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within 15 working days, the aforesaid offer automatically stands cancelled. Post registration in the portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. You are required to register yourself as an apprentice on the apprenticeship portal http://www.mhrdnats.gov.in after completion of your education and before your onboarding date. Please refer to the manuals attached to this email for the NATS registration process and Aadhaar Seeding for direct debit process.

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Registered Office: L&T House, Ballard Estate, Mumbai - 400 001, INDIA
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8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTM will be terminated without any notice or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

    - Failing to meet the qualification criteria during the Training Program assessments
    - Unauthorized absence during the Training Program
    - Integrity and other disciplinary expectations

9. All Annexures appended herewith shall form an integral part of this letter.

10. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

11. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

13. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in **'Annexure-3'.**

14. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

We welcome you to the LTM family and look forward to a long and fruitful association with you.

Yours faithfully,

For LTM Ltd.

Thiagu Dharmalingam
Senior Manager -Talent Acquisition

I have read the letter and accept the same.

Mathews 11/03/2026

Signature and Date

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ANNEXURE-1

Eligibility Criteria for III Years Graduate Hiring – 2026 Batch	
Qualification	2026 Batch of B.Sc / BCS & BCA (Full-Time)
Branches	Computer Science and allied streams, Information Technology, Information Science, Maths, Physics, Chemistry, Statistics, Electronics & Computer Application
Academic Gap	Not more than 2 years academic gap allowed (SSC/HSC/Diploma/UG)
SSC, Diploma, HSC/ Graduation Percentage/CGPA	Consistent academic records of 60% in 10th, 12th,Diploma (as applicable) , UG (aggregate of all semesters & subjects) NOTE 1. Appropriate CGPA to percentage conversion to be considered as per the respective university norms. The Scores of the Main or improvement exam would be considered as final. 2. For candidates who have pursued both HSC and Diploma, marks scored in the Diploma course will be considered. 3. SSC board passing guidelines criteria applicable for eligible students who were granted 10th Standard examination completion under COVID-19 protocols, in accordance with Govt. state board regulations specific to each state of India.
Re-attempts/ATKTs /Backlogs/Arrears (Diploma, Graduation)	1. Initial results (% scores) declared would be considered for students awaiting re- evaluation results. 2. At the time of recruitment process, there must be no standing arrears in current education
Nature of Course	All Full-Time Courses Only
Year of Passing	2026 Pass Outs Only
Citizenship	Should be an Indian National
Your College/Institution MUST be	UGC / AICTE / State Board Approved ONLY
Pre-Employment Verification	Not been involved in any court proceedings and/or convicted for any offence

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Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria as mentioned above.

2. I am aware that I will be subjected to disciplinary actions as per the company norms if any of the information given at the time of selection process is found to be false/ misrepresentation of the information.

3. I confirm that I have not appeared for any LTM interview process anywhere in the past 6 months. (If found so, LTM may take immediate action and cancel the candidature at any stage)

I agree as a future IT professional, it is essential for me to be flexible to learn various emerging technologies & domains, work in different time schedule/hours based on business needs, open to be deployed in work locations across LTM facilities throughout my employment with LTM.

Name: MADHUSHREE.S

Signature: Madhus

Mobile No: 8610742492 / 9976177003

College Name: Sree Saraswathi Thyagaraja College

Date: 11/03/2026 (DD/MM/YYYY)

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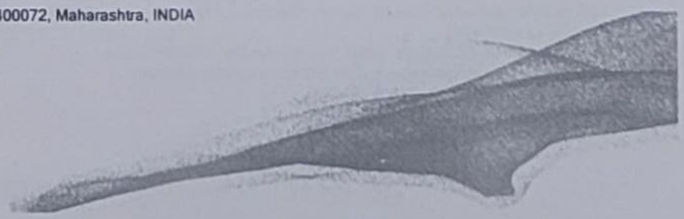

ANNEXURE-2

Please upload scan copy of originals of following documents in Campbuzz portal and bring original documents on your onboarding date for verification.

1. SSC Marksheet
2. HSC Marksheet/Diploma Marksheets & Diploma Provisional/Passing Certificate
3. Degree Marksheets and Degree Certificate/Provisional Certificate
4. Post Degree Marksheets and Degree Certificate/Provisional Certificate (if applicable)
5. Proof of Age (Anyone: Pan Card, Passport, Driving License, Birth Certificate or SSC/HSC marksheets)
6. Aadhar Card (with address page)
7. Pan Card
8. Driving License (Optional)
9. Passport (Optional)

Along with the above documents bring 2 copies of your recent passport size photograph with white background.

You are requested to note that this offer validity is subject to submitting the above documents.

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ANNEXURE-3

Name : Madhushree S Date : March 10, 2026

Salary Grade : P1

Components	INR. (p.a.)	INR. (p.m.)
Basic		15,000
Bouquet of Benefits		3,803
Bonus		4,200
Base Salary (p.a.)	276,036	23,003
Variable Compensation	0	
Variable Compensation (p.a.)	0	
TTC(p.a.)	276,036	
PF	21,600	1,800
Gratuity	8,664	722
Mediclaim Premium(p.a)	12,929	
Retirals & Other Benefits(p.a)	43,193	
Cost to Company (CTC)	319,229	

Note: The Organisation is considering a compensation restructuring to comply with the new Labour codes issued by the Government of India. In line with this, the elements of the above compensation structure shall undergo a change, and the new structure will be provided in the month of April 2026.

Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 3 dependent children (below 25 yrs of age). Coverage limits are as per company policy.

You would also be eligible to be covered under the Voluntary Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

1)Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2)Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA,Conveyance,LTA,MealAllowance and Adhoc allowance.
3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
4)The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
6)Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

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ANNEXURE-4

PRIVILEGED AND CONFIDENTIAL
TO WHOMSOEVER IT MAY CONCERN

I, the undersigned, an employee/prospective employee of LTM Limited ("LTM"), state and affirm as under:

1. I hereby state and affirm that I am aware that Finance Act, 2021 inserted a new section 234H in the Income-tax Act (the Act) to complete the process of PAN-Aadhaar linking.
2. I am aware that I am required to intimate my Aadhar Number to the appropriate authority in accordance with Section 139AA of the Income Tax Act, 1961 to ensure linkage of my PAN with my Aadhar Number.
3. I am aware that the PAN of taxpayers who have failed to link with their Aadhaar, as required, shall become inoperative and the consequences during the period that PAN remains inoperative will be as follows:

(i)	no refund shall be made against such PANs;
(ii)	interest shall not be payable on such refund for the period during which PAN remains inoperative; and
(iii)	as per the latest CBDT Circular No.6/2024, those who failed to link their PAN with Aadhaar before 31st May 2024will now have to pay income tax TDS and TCS shall be deducted /collected at higher rate, as provided in the Act.

4. I am aware that if my PAN is inoperative, then the TDS deducted in salary will be remitted by LTM to Income tax dept as deduction under No PAN category and due to this LTM will not be able to issue Form 16 to me for TDS deductions.
5. I hereby state and affirm that I am solely responsible for linking my PAN with my Aadhar Number and that if not already linked by me, I shall resolve this non-compliance at the earliest and shall ensure that my PAN is linked with my Aadhar Number in accordance with Section 139AA of the Income Tax Act, 1961.
6. I hereby state and affirm that I am aware of the consequences of non-linkage of PAN with Aadhar Number as published in Circular No. 3 of 2023 dated 28th March 2023 by the Department of Revenue, which includes tax being deducted at a higher rate in accordance with the provisions of Section 206AA and 206CC of the Income Tax Act, 1961.
7. I hereby consent to LTM deducting tax at a higher rate on my salary and any other benefits in accordance with the aforementioned circular on account of non-linkage of PAN with Aadhar Number until the date such non-compliance is rectified.
8. I hereby agree to indemnify, hold harmless and defend LTM and any member, director, officer, employee or agent thereof (each of the foregoing being hereinafter referred to individually as a "Indemnified Party"), against all claims, liabilities, losses, expenses (including attorney's fees and legal expenses related to such defense), fines, penalties, taxes or damages (collectively "Liabilities") asserted by an Indemnified Party, to the extent such Liabilities arise out of or result from my noncompliance with Section 139AA of the Income Tax Act, 1961.

Yours Sincerely,

Madhus 11/03/2026

Signature and date
Madhushree S

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A Larsen & Toubro Group Company

LTM

Date: March 11, 2026

Ref: LTM/HR/NE6/Campus/2026

Name: Afreedha A

College: Sree Saraswathi Thyagaraja College

LETTER OF OFFER FOR ASSOCIATE TRAINEE

Dear Afreedha A,

Welcome to LTM (hereinafter referred as the "Company"). Congratulations on being selected as an **Associate Trainee.** This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (Refer **Annexure 1**) and a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 20,000** pm.

2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.

3. You will also be issued a detailed Letter of Appointment as an Associate Trainee subject to you meeting the eligibility criteria as mentioned in **Annexure-1.**

4. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer **Annexure-2**)

5. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

6. If the above stated terms and conditions are acceptable to you, kindly sign and acknowledge this **Associate Trainee Offer Letter** in the **CampBuzz Portal** (https://campbuzz.ltimindtree.com) and register your credentials therein within 15 working days from the date of this letter.

   If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within 15 working days, the aforesaid offer automatically stands cancelled.Post registration in the portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. You are required to register yourself as an apprentice on the apprenticeship portal http://www.mhrdnats.gov.in after completion of your education and before your onboarding date. Please refer to the manuals attached to this email for the NATS registration process and Aadhaar Seeding for direct debit process.

11/03/2026

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8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTM will be terminated without any notice or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

    - Failing to meet the qualification criteria during the Training Program assessments
    - Unauthorized absence during the Training Program
    - Integrity and other disciplinary expectations

9. All Annexures appended herewith shall form an integral part of this letter.

10. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

11. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice

12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

13. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-3'.

14. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

We welcome you to the LTM family and look forward to a long and fruitful association with you.

Yours faithfully,
For LTM Ltd.

_____
Thiagu Dharmalingam
Senior Manager -Talent Acquisition

11/03/2026

_____
Signature and Date

ANNEXURE-1

Eligibility Criteria for III Years Graduate Hiring – 2026 Batch	
Qualification	2026 Batch of B.Sc / BCS & BCA (Full-Time)
Branches	Computer Science and allied streams, Information Technology, Information Science, Maths, Physics, Chemistry, Statistics, Electronics & Computer Application
Academic Gap	Not more than 2 years academic gap allowed. (SSC/HSC/Diploma/UG)
SSC, Diploma, HSC/ Graduation Percentage/CGPA	Consistent academic records of 60% in 10th, 12th,Diploma (as applicable) , UG (aggregate of all semesters & subjects) NOTE 1. Appropriate CGPA to percentage conversion to be considered as per the respective university norms. The Scores of the Main or improvement exam would be considered as final. 2. For candidates who have pursued both HSC and Diploma, marks scored in the Diploma course will be considered. 3. SSC board passing guidelines criteria applicable for eligible students who were granted 10th Standard examination completion under COVID-19 protocols, in accordance with Govt. state board regulations specific to each state of India.
Re-attempts/ATKTs /Backlogs/Arrears (Diploma, Graduation)	1. Initial results (% scores) declared would be considered for students awaiting re-evaluation results. 2. At the time of recruitment process, there must be no standing arrears in current education
Nature of Course	All Full-Time Courses Only
Year of Passing	2026 Pass Outs Only
Citizenship	Should be an Indian National
Your College/Institution MUST be	UGC / AICTE / State Board Approved ONLY
Pre-Employment Verification	Not been involved in any court proceedings and/or convicted for any offence

11/03/2026

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Self Declaration :

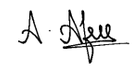
1. I hereby declare that I meet ALL the eligibility criteria as mentioned above.

2. I am aware that I will be subjected to disciplinary actions as per the company norms if any of the information given at the time of selection process is found to be false/ misrepresentation of the information.

3. I confirm that I have not appeared for any LTM interview process anywhere in the past 6 months. (If found so, LTM may take immediate action and cancel the candidature at any stage)

I agree as a future IT professional, it is essential for me to be flexible to learn various emerging technologies & domains, work in different time schedule/hours based on business needs, open to be deployed in work locations across LTM facilities throughout my employment with LTM.

Name: Afreedha A

Signature: 

Mobile No: 7708036181

College Name: Sree Saraswathi Thyagaraja College

Date: 11/03/2026 **(DD/MM/YYYY)**

11/03/2026

ANNEXURE-2

Please upload scan copy of originals of following documents in Campbuzz portal and bring original documents on your onboarding date for verification.

1. SSC Marksheet
2. HSC Marksheet/Diploma Marksheets & Diploma Provisional/Passing Certificate
3. Degree Marksheets and Degree Certificate/Provisional Certificate
4. Post Degree Marksheets and Degree Certificate/Provisional Certificate (if applicable)
5. Proof of Age (Anyone: Pan Card, Passport, Driving License, Birth Certificate or SSC/HSC marksheets)
6. Aadhar Card (with address page)
7. Pan Card
8. Driving License (Optional)
9. Passport (Optional)

Along with the above documents bring 2 copies of your recent passport size photograph with white background.

You are requested to note that this offer validity is subject to submitting the above documents.

11/03/2026

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ANNEXURE-3

Name : Afreedha A

Salary Grade : P1 Date : March 11, 2026

Components	INR. p.a.	INR. p.m.
Basic		15,000
Bouquet of Benefits		3803
Bonus		4,200
Base Salary (p.a.)	**276,036**	**23,003**
Variable Compensation	0	
Variable Compensation (p.a.)	**0**	
TTC (p.a.)	**276,036**	
PF	21,600	1,800
Gratuity	8,664	722
Mediclaim Premium (p.a.)	12,929	
Retirals & Other Benefits (p.a.)	**43,193**	
Cost to Company (CTC)	**319,229**	

Note: The Organisation is considering a compensation restructuring to comply with the new Labour codes issued by the Government of India. In line with this, the elements of the above compensation structure shall undergo a change, and the new structure will be provided in the month of April 2026.

Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 3 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Voluntary Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
5) Gratuity payment shall be as per “Payment of Gratuity Act, 1972”.
6) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.
- Any or all the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

11/03/2026

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ANNEXURE-4

PRIVILEGED AND CONFIDENTIAL
TO WHOMSOEVER IT MAY CONCERN

I, the undersigned, an employee/prospective employee of LTM Limited ("LTM"), state and affirm as under:

1. I hereby state and affirm that I am aware that Finance Act, 2021 inserted a new section 234H in the Income-tax Act (the Act) to complete the process of PAN-Aadhaar linking.

2. I am aware that I am required to intimate my Aadhar Number to the appropriate authority in accordance with Section 139AA of the Income Tax Act, 1961 to ensure linkage of my PAN with my Aadhar Number.

3. I am aware that the PAN of taxpayers who have failed to link with their Aadhaar, as required, shall become inoperative and the consequences during the period that PAN remains inoperative will be as follows:

(i)	no refund shall be made against such PANs;
(ii)	interest shall not be payable on such refund for the period during which PAN remains inoperative; and
(iii)	as per the latest CBDT Circular No.6/2024, those who failed to link their PAN with Aadhaar before 31st May 2024will now have to pay income tax TDS and TCS shall be deducted /collected at higher rate, as provided in the Act.

4. I am aware that if my PAN is inoperative, then the TDS deducted in salary will be remitted by LTM to Income tax dept as deduction under No PAN category and due to this LTM will not be able to issue Form 16 to me for TDS deductions.

5. I hereby state and affirm that I am solely responsible for linking my PAN with my Aadhar Number and that if not already linked by me, I shall resolve this non-compliance at the earliest and shall ensure that my PAN is linked with my Aadhar Number in accordance with Section 139AA of the Income Tax Act, 1961.

6. I hereby state and affirm that I am aware of the consequences of non-linkage of PAN with Aadhar Number as published in Circular No. 3 of 2023 dated 28th March 2023 by the Department of Revenue, which includes tax being deducted at a higher rate in accordance with the provisions of Section 206AA and 206CC of the Income Tax Act, 1961.

7. I hereby consent to LTM deducting tax at a higher rate on my salary and any other benefits in accordance with the aforementioned circular on account of non-linkage of PAN with Aadhar Number until the date such non-compliance is rectified.

8. I hereby agree to indemnify, hold harmless and defend LTM and any member, director, officer, employee or agent thereof (each of the foregoing being hereinafter referred to individually as a "Indemnified Party"), against all claims, liabilities, losses, expenses (including attorney's fees and legal expenses related to such defense), fines, penalties, taxes or damages (collectively "Liabilities") asserted by an Indemnified Party, to the extent such Liabilities arise out of or result from my noncompliance with Section 139AA of the Income Tax Act, 1961.

Yours Sincerely,

11/03/2026

Signature and date
Afreedha A

TeamLease®
Putting India to Work

Date: 23 Dec 2025

Ms Karthika K
46 amanalingam street udumalpet

Pin-642126 642126

Employee No: 3975171
Dear Ms Karthika K

Fixed Term Contract

We are pleased to appoint you in our organization as subject to the following terms and conditions:

1. On joining, your Employee Code would be 3975171.

2. You are hereby appointed as Sales Officer for Two Year commencing from 23 Dec 2025 to 22 Dec 2027 or from the actual date of Joining whichever is later, during which you will render services to our Client at their premises subject to the terms and conditions of this engagement letter and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.

3. You hereby agree to be liable for the following terms and conditions:

   i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
   ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
   iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
   iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
   v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
   vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
   vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
   viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
   ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.

4. The nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period of Two Years. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.

5. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.

6. You will be entitled to 30 days General Leave in a financial year at a time to be determined by the Company.

7. If at any time, you are found overstaying sanctioned leave or absence from work without permission for a period exceeding five consecutive days or habitual absence or similar misconduct considered by TeamLease or its Client to be gross indiscipline, you will be considered to have abandoned your services with TeamLease. This will be treated as voluntary termination of services from your end and incentives withheld. TeamLease will not be liable to pay one month's salary in lieu of notice thereof in such cases.

8. This contract may be terminated by either party giving to the other not less than one month's prior written notice. TeamLease shall be entitled, whether such notice of termination is given by you or TeamLease, to require you to

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Karthika K
Wed Dec 24 16:06:28 IST 2025

proceed on leave at the time of receiving or giving such notice of termination or at any time thereafter. TeamLease shall also be entitled to terminate your services forthwith by paying one month's salary in lieu of notice.

9. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.

10. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.

11. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

12. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

13. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and ESI contribution, if applicable. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit complete ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.

14. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.

15. The nature of your relationship with TeamLease will be that of contract of service from 23 Dec 2025 to 22 Dec 2027 . Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.

16. ."You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and/or Confidential Information of the Company, that shall include but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client. Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other that our client. This Non-Disclosure obligations enumerated above shall be binding on you at all times, irrespective of whether you continue to be employed by the company or not.

17. .This appointment letter shall be co-terminus with the agreement we have with our client.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process.Please return the copy of the enclosed Letter duly signed in token of you having read , agreed , fully understood and accepted the terms and conditions of appointment. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

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Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

For TEAMLEASE SERVICES LIMITED Accepted and Agreed

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TeamLease®
Putting India to Work

(Authorized Signatory)

eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:39 IST 2025

Signature and date:
Name: KARTHIKA K

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TeamLease®
Putting India to Work

Salary Annexure

Employee No: 3975171

Particulars	Amount
Basic	5500
House Rent Allowance	2200
Employer PF Contribution	1446
ESIC - Employer	464
Works Allowance	6554
TotalAmount	16164
Amount In Words(Rs)	Sixteen Thousand One Hundred Sixty Four Rupees

Net Pay Annexure

EARNINGS	Amount
Basic	5500
House Rent Allowance	2200
Works Allowance	6554
Gross Earnings	**14254**
DEDUCTIONS *	**Amount**
Employee ESI	107
Employee PF	1446
Total Deduction	**1553**
Net Salary	**12701**

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961
** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

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Karthika K
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TeamLease®
Putting India to Work

Dated: 23 Dec 2025

The Branch Manager

HDFC BANK LTD

Subject: Introduction Letter for Salary Account

Dear Sir,

We hereby confirm that below mentioned employee are bonafide employees of TeamLease Services Ltd, Bangalore and we would like to confirm the below details are as per our records.

SL No.	Emp. Code	Emp. Name	Location
1	3975171	Karthika K	Pollachi

This letter is given to the above employee towards zero balance salary account activation purpose.

This letter is given subsequent out banking arrangements with HDFC Bank, Bangalore.

Company Name: TeamLease Services Ltd
Company Code: T0559

Request you to please do the needful .If any clarifications please write to sudhir.kumarhn@hdfcbank.com

Yours sincerely,

For TeamLease Services Ltd

Authorised Signatory,

Name: Hari Krishna P L

Designation: Senior General Manager – Staffing Operations

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Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment

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of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link : https:tlconnect.teamlease.com/Learning

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

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Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

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Emp Code # 3975171

SPECIMEN

FORM 2 (REVISED)

GROUP No. :
Office :

NOMINATION & DECLARATION FORM
FOR UNEXEMPTED / EXEMPTED ESTABLISHMENTS

Declaration and Nomination Form under the Employees Provident Funds and Employees Pension Scheme

(Paragraph 33 & 61 (1) of the Employees Provident Funds Scheme, 1952 and Para 18 of the Employees Pension Scheme, 1995)

1. NAME (in block letters) : Karthika K
2. FATHER'S / HUSBAND'S NAME : kumaran P
3. DATE OF BIRTH : 14-Dec-2005
4. SEX : Female
5. MARITAL STATUS : Single
6. ACCOUNT NO : KN/BN:KN/35224
7. ADDRESS : 46 amanalingam street, udumalpet, Tiruppur - 642126

PART - A (EPF)

I hereby nominate the persons(s) / cancel the nomination made by me previously and nominate the person(s), mentioned below to receive the amount standing to my credit in the Employees Provident Fund in the event my death.

Name & Address of the Nominee(s)	Nominee's relationship with the member	Date of Birth	Total amount or share of accumulation in PF to be paid in each nominee	If the nominee is minor, name & relationship & add. of the guardian who may receive the amount during minority of nominee
(1)	(2)	(3)	(4)	(5)
Kumaran P, 46 Amanalingam Street, Udumalpet, Tiruppur- 642126	Father	12 - Jun - 1977	50	No
Gomathi K, 46 Amanalingam Street, Udumalpet, Tiruppur- 642126	Mother	14 - Apr - 1980	50	No

1. * Certificate that I have no family as defined in para 2 (g) of the Employees Provident Funds Scheme, 1952 and should I acquire a family thereafter the above nomination should be deemed as cancelled.
2. * Certified that my father / mother is / are dependent upon me.

(*) Strike out whichever is not applicable.

eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

X _____

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

Emp Code # 3975171

PART - B (EPS)

Para 18

I hereby furnish below particulars of the members of my family who would be eligible to receive widow / children Pension in the event of my death.

Sr. No.	Name & Address of the family member/s	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
1	Kumaran P, 46 Amanalingam Street, Udumalpet, Tiruppur- 642126	12 - Jun - 1977	Father
2	Gomathi K, 46 Amanalingam Street, Udumalpet, Tiruppur- 642126	14 - Apr - 1980	Mother

**Certified that I have no family, as defined in para 2 (vii) of the Employees Pension Scheme, 1995 and should I acquire a family here after I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly family pension (admissible under para 16 (2) (i) and (ii) in the event of my death without leaving and eligible family member/s for receiving pension.

Name of the Nominee	Address	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
Kumaran P	46 amanalingam street, udumalpet, Tiruppur- 642126	12 - Jun - 1977	Father
Gomathi K	46 amanalingam street, udumalpet, Tiruppur- 642126	14 - Apr - 1980	Mother

Date : 24-Dec-2025

X

eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

(*) Strike out whichever is not applicable

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

CERTIFICATE BY EMPLOYER

CERTIFICATE that the above declaration and nomination has been signed / thumb impressed before me.

by Shri / Smt. / Miss. _____ employed in my / our establishment after he / she has read the entire / the entries have been read over to him / her by me and confirmed by him her

For TeamLease Services Limited

Place : _____

Date :

Authorized Signatory

Signature of the Employer's OR other Authorised Officer's the Establishments

Signature with Designation

TeamLease Services Ltd

6th Floor, BMTC Commercial Complex,
80 Feet Road, Koramangala,
Bangalore – 560095.

(Name and address of the factory /estt. Or rubber stamp thereof)

Emp Code # 3975171

UNDER THE PAYMENT OF GRATUITY ACT, 1992.
&
THE PAYMENT OF GRATUITY (MAHARASHTRA) RULE, 1972

FORM 'F'
(See Sub-Rule (i) of rule (6)

Nomination

To
M/s TeamLease Services Limited
6th Floor, BMTC Commercial Complex,
80 Feet Road,
Koramangala,
Bangalore – 560095.

1. Shri / Shrimati / Kumari KARTHIKA K whose particulars are given in the statement below hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

2. I hereby certify that the person(s) mentioned is / are member(s) of my family within the meaning of clause (h) of section 2 of the Payment of Gratuity Act, 1972.

3. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said Act.

4. (a) My father / mother / parents is / are not dependent on me.
(b) My husband's father / mother / parents is / are not dependent on my husband.

5. I have excluded my husband from my family by a notice dated the to the controlling authority in terms of the provison to clause(s) of section 2 of the said Act.

6. Nomination made herein invalidates my previous nomination.

NOMINEE (S)				
Sr. No.	**Name If Full address of the nominee(s) - (1)**	**Relationship with the Employee (2)**	**Age of the Nominee (3)**	**Proportion by which the gratuity will be shared (4)**
1	kumaran P,46 amanalingam street, udumalpet, Tiruppur-642126	Father	12 - Jun - 1977	50
2	gomathi k,46 amanalingam street, udumalpet, Tiruppur-642126	Mother	14 - Apr - 1980	50
3				
4				
5				
6				

eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

Emp Code # 3975171

Statement

1	Religion	Hinduism	
2	Sex.	Female	
3	Name of employee in full.	Karthika K	
4	Whether married/unmarried/widow	Single	
5	Department/Branch/Section where employed	Pollachi	
6	Post held with Ticket or Serial Number if any.	Sales Officer	
7	Date of appointment.	24-Dec-2025	
8	Permanent address.	46 amanalingam street, udumalpet, Tiruppur - 642126	
	Village	Thana	Sub-division
	Post Office	District	State

eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

Place : Pollachi
Date : 24-Dec-2025

X _____
Signature/Thumb impression of the employee

Declaration by witnesses

I declare that the Nomination has been signed/thumb impressed before me.

Name in full Signature of Witnesses.

1. _____
2. _____

Place : Pollachi

Address of witnesses

1. _____
2. _____

Place : Pollachi

Certificate by the employer

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's References No., If any.

Designation

Name and address of the

of rubber stamp thereof

For TeamLease Services Limited

Authorized Signatory

_____
Signature/Thumb impression of the Authorized Signatory

Acknowledgement by the employee

Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.

Date _____

X eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

Signature of the employee

Note : Strike out the words and paragraphs not applicable.

Offer No: 3975171

New Form: 11 - Declaration Form
(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION

Employees' Provident Fund Scheme, 1952 (Paragraph 34 & 57) &
Employees' Pension Scheme, 1995 (Paragraph 24)
(Declaration by a person taking up Employment in any Establishment on which EPF Scheme, 1952 and for EPS, 1995 is applicable)

1.	Name of Member	Karthika K
2.	Father's Name ☑ Spouse's Name ☐ *(Please tick whichever applicable)*	Kumaran P
3.	Date of Birth (DD/MM/YYY)	14/12/2005
4.	Gender (Male / Female / Transgender)	Female
5.	Marital Status (Single/Married/Widow/Widower/Divorcee)	Unmarried
6.	(a) Email ID:	karthikakumaran.dec@gmail.com
	(b) Mobile No:	9363471183
7.	Whether earlier member of the Employee's Provident Fund Scheme, 1952?	Yes ☐ No ☑
8.	Whether earlier member of the Employee's Pension Scheme, 1995?	Yes ☐ No ☑
9.	**Previous Employment details** a) Universal Account Number (UAN)	
	b) Previous PF Account Number	
	c) Date of Exit from previous Employment (DD/MM/YYY)	
	d) Scheme Certificate No (If issued)	
	e) Pension Payment Order (PPO) (If issued)	
10.	a) International Worker	Yes ☐ No ☑
	b) If yes, state country of origin (name of other country)	
	c) Passport No.	
	d) Validity of passport (DD/MM/YYY) to (DD/MM/YYY)	To
11.	**KYC Details**: (Attach Self Attested copies of following KYCs)	
	a) Bank Account No. & IFS Code	39759073579 / sbin0000944
	b) AADHAR Number	730416225007
	c) Permanent Account Number (PAN), If available	QNGPK6101P

UNDERTAKING

1) Certified that the particulars are true to the best of my knowledge.
2) I authorise EPFO to use my Aadhar for verification / authentication / eKYC purpose for service delivery.
3) Kindly transfer the fund and service details, if applicable, from the previous PF account as declared above to the present PF account.
(The transfer would be possible only if the identified KYC details approved by previous employer has been verified by present employer using his Digital Signature)
4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date: 24-Dec-2025

Place: Pollachi

X Signature of Member

eSigned using Aadhaar (Leegality.com - 6HJQZYWEZRYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

DECLARATION BY PRESENT EMPLOYER

A. The member Mr./Ms./Mrs. ..... has joined on ..... and has been allotted PF Number .....

B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:
- **(Post allotment of UAN)** The UAN allotted or the member is.....
- **Please Tick the Appropriate Option:**
The KYC details of the above member in the UAN database

☐ Have not been uploaded ☐ Have been uploaded but not approved ☐ Have been uploaded and approved with DSC

C. In case the person was earlier a member of EPF Scheme, 1952 and EPS 1995:
- The above PF Account number/UAN of the member as mentioned in (A) above has been tagged with his/her UAN/Previous Member ID as declared by member.
- **Please Tick the Appropriate Option:**

☐ The KYC details of the above member in the UAN database have been approved with Digital Signature Certificate and transfer request has been generated on portal
☐ As the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form-13) for transfer of funds from his previous establishment.

HDB Financial Services Limited Mumbai

Date:

Signature of Employer with Seal of Establishment

घोषणा पत्र DECLARATION FORM

Offer Ref # 3975171 फार्म-1/Form-1

घोषणा पत्र कर्मचारी द्वारा भरा जाएगा। फार्म के साथ पोस्टकार्ड आकार के दो फोटोग्राफ भी लगाए जाने चाहिए। फार्म भरने से पहले पीठ पृष्ठ पर दी गई हिदायतों को भली-भांति पढ़ लेना चाहिए। यह फार्म निःशुल्क है।

To be filled by employee after reading instruction overleaf. Two Postcard Size phtographs to be attached with the form. This form is free of cost.

(क) बीमाकृत व्यक्ति के विवरण
(A) INSURED PERSON'S PARTICULARS

1. बीमा संख्या/Insurance No.					
2. नाम (स्पष्ट अक्षरो में) Name in block letters	Karthika K				
3. पिता/पति का नाम Father's/Husband's Name	kumaran P				
4. जन्म की तिथि Date of Birth	दिन Day	महीना Month	वर्ष Year	5. वैवाहिक प्रास्थिति Marital Status	विवाहित/अविवाहित विधवा M/U/W
	14	12	05	6.लिंग/Sex	पु.म./M.F. ✓

7. वर्तमान पता/Present Address	8. स्थायी पता/Permanent Address
46 amanalingam street udumalpet Tiruppur,Tamil Nadu	46 amanalingam street udumalpet Tiruppur,Tamil Nadu
पिन कोड Pin Code 6 4 2 1 2 6	पिन कोड Pin Code 6 4 2 1 2 6
टेलीफोन नम्बर/ई-मेल पता/ karthikakumaran.dec@gmail.com	टेलीफोन नम्बर/ई-मेल पता/ 9363471183
शाखा कार्यालय Branch Office	औषधालय Dispensary

(ख) नियोजक के विवरण
(B) EMPLOYER'S PARTICULARS

9. नियोजक की कूट संख्या Employer's Code No.			
10. नियुक्ति की तारीख Date of Appointment	दिन Day	महीना Month	वर्ष Year
	24	12	2025
11. नियोजक का नाम और पता/Name & Address of the Employer			
12. यदि पहले नियोजन में रहे हैं तो कृपया निम्नलिखित ब्यौरे दीजिए In case of any previous employment please fill up the details as under.			
(क) पिछली बीमा संख्या (a) Previous Ins. No.			
(ख) नियोजक कूट संख्या (b) Employer's Code No.			
(ग) नियोजक का नाम व पता (c) Name & Address of the Employer			
टेलीफोन नम्बर/ई-मेल पता/e-mail address			

(क) मृत्यु की स्थिति में नकद हितलाभ के भुगतान के लिए क.रा.बी. अधिनियम, 1948 की धारा 71/क.रा.बी. (केन्द्रीय) नियम, 1950 के नियम 56(2) के अंतर्गत नामित के ब्यौरे।
(c) Details of Nominee u/s 71 of ESI Act 1948/Rule-56(2) of ESI (Central) Rules, 1950 for payment of cash benefit in the event of death.

नाम/Name	नातेदारी/Relationship	पता/Address
gomathi k	Mother	46 amanalingam street,udumalpet,Tiruppur,642126

मैं एतद्द्वारा घोषणा करता/करती हूं कि मेरे द्वारा प्रस्तुत किए गए विवरण मेरी जानकारी और विश्वास के अनुसार सही है। मैं अपने परिवार के सदस्यों में हुए परिवर्तन की सूचना 15 दिन के भीतर प्रस्तुत करने का वचन भी देता हूं/देती हूं।

I hereby decalare that the particulars given by me are correct to the best of my knowledge and belief. I undertake to intimate the corporation any changes in the membership of my family within 15 days of such change.

नियोजक के प्रतिहस्ताक्षर
Counter signature by the employer

सील सहित हस्ताक्षर
Signature with seal

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठा निशान
Signature /T.I.of IP.

X

eSigned using Aadhaar (Leegality.com - 01KD7YWFZPYJ3BF2CX1T4XKVA1)
Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

(घ) बीमाकृत व्यक्ति के परिजनों का विवरण
(D) Family Particulars of Insured person

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं तो आवास का स्थान दर्शाएं If' No' state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	gomathi k	14-04-1980	Mother	Yes			
2	kumaran P	12-06-1977	Father	Yes			

क.रा.बी. निगम अस्थायी पहचान पत्र
ESI Corporation Temporary Identity Card

(नियुक्ति की तारीख से 3 महीने तक वैध)
(Valid for 3 month from the date of appointment)

नाम/Name		Karthika K	
बीमा संख्या/Ins. No.		नियुक्ति की तारीख/Date of appointment	24-12-2025
शाखा कार्यालय Branch Office		औषधालय Dispensary	
नियोजक की कूट संख्या व पता Employer's Code No. & Address			

फोटो के लिए स्थान
(Space for photograph)

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Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

वैधता
Validity

तारीख
Dated

X

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठे का निशान
Signature/T.I. of I.P.

सील सहित शाखा प्रबंधक के हस्ताक्षर
Signature of B.M. with seal

अनुदेश

INSTRUCTIONS

Offer Ref # 3975171

1. फार्म-1 का प्रेषण क.रा.बी. (साधारण) विनियम, 1950 के विनियम 11 व 12 के अंतर्गत विनियमित किया जाता है।
Submission of Form-I is governed by regulation 11 & 12 of ESI (General) Regulations, 1950

2. "कुटुम्ब" से किसी बीमाकृत व्यक्ति के निम्नलिखित सभी अथवा कोई नातेदार अभिप्रेत है:-
अर्थात्:- (1) विवाहिती (2) बीमाकृत व्यक्ति पर आश्रित कोई धर्मज या दत्तक अवयस्क आश्रित बालक, (3) कोई बालक जो बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है तथा जो (क) शिक्षा प्राप्त कर रहा है, उनके 21 वर्ष की आयु प्राप्त कर लेने तक (ख) कोई अविवाहित पुत्री, (4) कोई बालक जो किसी शारीरिक अथवा मानसिक अपसामान्यता या चोट के कारण शिथिलांग है तथा शिथिलांगता रहने तक बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है, (5) आश्रित माता-पिता, (ब्योरे हेतु क.रा.बी. अधिनियम, 1948 की धारा 2 के खंड 11 को देखें)।

"Family" means all or any of the following relatives of an Insured Person namely:-

(i) a spouse (ii) a minor legitimate or adopted child dependant upon the I.P.; (iii) a child who is wholly dependant on the earnings of the I.P. and who is (a) receiving education, till he or she attains the age of 21 years (b) an unmarried daughter; (iv) a child who is infirm by reason of any physcial or mental abnormality or injury and is wholly dependant on the earnings of the I.P. so long as the infirmity continues; (v) dependant parents (Please see Section 2 clause 11 of the ESI Act 1948 for details.

3 पहचान-पत्र अहस्तान्तरणीय है।
Identity Card is Non-Transferable.

4. पहचान-पत्र के गुम होने की स्थिति में नियोजक/शाखा प्रबंधक को तत्काल सूचित किया जाए।
Loss of Identity Card be reported to Employer/Branch Manager immediately.

5. किसी प्रकार की गलत सूचना देने की स्थिति में क.रा.बी. अधिनियम, 1948 की धारा-84 के तहत कानूनी कार्यवाही की जा सकती है।
Submission of false information attracts penal action Under Section 84 of ESI Act. 1948.

6. नई नियुक्ति की स्थिति में भली-भांति भरा हुआ यह फार्म नियुक्ति के दस दिन के भीतर संबंधित शाखा कार्यालय में अवश्य ही प्रस्तुत किया जाना चाहिए। विलम्ब की स्थिति में नियोजक के विरुद्ध धारा-85 के तहत कानूनी कार्यवाही की जा सकती है।
This form duly filled in must reach the concerned Branch Office within 10 days of appointment of an Employee. Delay attracts penal action under Section 85 of the Act, against employer.

7. बीमाकृत व्यक्ति होने के नाते आप व आपके परिवार के आश्रितजन चिकित्सा हितलाभ प्राप्त कर सकेंगे। अन्य नकद हितलाभ हैं, (1) बीमारी हितलाभ (2) अस्थायी अपंगता हितलाभ (3) स्थायी अपंगता हितलाभ (4) आश्रितजन हितलाभ (5) प्रसूति हितलाभ (महिला कर्मचारी के लिए)।
As an insured person you and your dependant family membes are entitled to full medical care. The other benefits in cash include (1) Sickness Benefit (2) Temporary Disablement benefit (3) Permanent disablement Benefit (4) Dependants benefit and (5) Maternity Benefit (in case of woman employees) subject of fulfillment of contributory cnditions.

8. अधिक जानकारी के लिये कृपया निगम के वेबसाइट को देंखें या शाखा कार्यालय या क्षेत्रीय कार्यालय से संपर्क करें।
For more details please contact website of ESIC at www. esic.org. in. or contact Regional Office or Branch Office.

केवल शाखा कार्यालय में प्रयोग हेतु
For Branch Office Use only

1. बीमा संख्या आवंटन की तारीख :
Date of allotment of Ins. No. :_____

2. अस्थायी पहचान पत्र जारी करने की तारीख :
Date of Issue of T.I.C. :_____

3. औषधालय का नाम/संख्या :
Name /No. of Dispensary : _____

4. क्या अन्योन्य चिकित्सा व्यवस्था उपलब्ध है? यदि हां, तो उल्लेख करें :
Whether reciprocal Medical arrangements involved. if yes, please indicate :

शाखा प्रबन्धक के हस्ताक्षर
Signature of Branch Manager

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं, तो आवास का स्थान दर्शाएं If' No, state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	gomathi k	14-04-1980	Mother	Yes			
2	kumaran P	12-06-1977	Father	Yes			

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Karthika K
Date: Wed Dec 24 16:06:28 IST 2025

TeamLease™
Putting India to Work

Date: 09 Jan 2026

Mr Jaya Suriya K
1/89kabirami nagar chinnapalyam pollachi

Pin-642002 642002

Employee No: 3989237
Dear Mr Jaya Suriya K

Fixed Term Contract

We are pleased to appoint you in our organization as subject to the following terms and conditions:

1. On joining, your Employee Code would be 3989237.

2. You are hereby appointed as Sales Officer for Two Year commencing from 09 Jan 2026 to 08 Jan 2028 or from the actual date of Joining whichever is later, during which you will render services to our Client at their premises subject to the terms and conditions of this engagement letter and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.

3. You hereby agree to be liable for the following terms and conditions:

   i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
   ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
   iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
   iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
   v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
   vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
   vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
   viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
   ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.

4. The nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period of Two Years. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.

5. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.

6. You will be entitled to 30 days General Leave in a financial year at a time to be determined by the Company.

7. If at any time, you are found overstaying sanctioned leave or absence from work without permission for a period exceeding five consecutive days or habitual absence or similar misconduct considered by TeamLease or its Client to be gross indiscipline, you will be considered to have abandoned your services with TeamLease. This will be treated as voluntary termination of services from your end and incentives withheld. TeamLease will not be liable to pay one month's salary in lieu of notice thereof in such cases.

8. This contract may be terminated by either party giving to the other not less than one month's prior written notice. TeamLease shall be entitled, whether such notice of termination is given by you or TeamLease, to require you to

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Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

proceed on leave at the time of receiving or giving such notice of termination or at any time thereafter. TeamLease shall also be entitled to terminate your services forthwith by paying one month's salary in lieu of notice.

9. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.

10. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.

11. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

12. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

13. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and ESI contribution, if applicable. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit complete ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.

14. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.

15. The nature of your relationship with TeamLease will be that of contract of service from 09 Jan 2026 to 08 Jan 2028 . Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.

16. ."You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and/or Confidential Information of the Company, that shall include but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client. Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other that our client. This Non-Disclosure obligations enumerated above shall be binding on you at all times, irrespective of whether you continue to be employed by the company or not.

17. .This appointment letter shall be co-terminus with the agreement we have with our client.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process.Please return the copy of the enclosed Letter duly signed in token of you having read , agreed , fully understood and accepted the terms and conditions of appointment. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

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Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

For TEAMLEASE SERVICES LIMITED Accepted and Agreed

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Putting India to Work

(Authorized Signatory)

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Jaya Suriya .K
Date: Mon Jan 12 16:58:12 IST 2026

Signature and date:
Name: JAYA SURIYA K

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Salary Annexure

Employee No: 3989237

Particulars	Amount
Basic	5500
House Rent Allowance	2200
Employer PF Contribution	1446
ESIC - Employer	464
Works Allowance	6554
TotalAmount	16164
Amount In Words(Rs)	Sixteen Thousand One Hundred Sixty Four Rupees

Net Pay Annexure

EARNINGS	Amount
Basic	5500
House Rent Allowance	2200
Works Allowance	6554
Gross Earnings	**14254**
DEDUCTIONS *	**Amount**
Employee ESI	107
Employee PF	1446
Total Deduction	**1553**
Net Salary	**12701**

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961
** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

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Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

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TeamLease™
Putting India to Work

Dated: 09 Jan 2026

The Branch Manager

HDFC BANK LTD

Subject: Introduction Letter for Salary Account

Dear Sir,

We hereby confirm that below mentioned employee are bonafide employees of TeamLease Services Ltd, Bangalore and we would like to confirm the below details are as per our records.

SL No.	Emp. Code	Emp. Name	Location
1	3989237	Jaya Suriya K	Pollachi

This letter is given to the above employee towards zero balance salary account activation purpose.

This letter is given subsequent out banking arrangements with HDFC Bank, Bangalore.

Company Name: TeamLease Services Ltd
Company Code: T0559

Request you to please do the needful .If any clarifications please write to sudhir.kumarhn@hdfcbank.com

Yours sincerely,

For TeamLease Services Ltd

Authorised Signatory,

Name: Hari Krishna P L

Designation: Senior General Manager – Staffing Operations

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Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment

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of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link : https:tlconnect.teamlease.com/Learning

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

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Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

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Emp Code # 3989237

SPECIMEN

FORM 2 (REVISED)

GROUP No. :
Office :

NOMINATION & DECLARATION FORM
FOR UNEXEMPTED / EXEMPTED ESTABLISHMENTS

Declaration and Nomination Form under the Employees Provident Funds and Employees Pension Scheme

(Paragraph 33 & 61 (1) of the Employees Provident Funds Scheme, 1952 and Para 18 of the Employees Pension Scheme, 1995)

1. NAME (in block letters) : Jaya Suriya K
2. FATHER'S / HUSBAND'S NAME : Kandhakumar M
3. DATE OF BIRTH : 02-Jan-2006
4. SEX : Male
5. MARITAL STATUS : Single
6. ACCOUNT NO : KN/BN:KN/35224
7. ADDRESS : 1/89K,Abirami Nagar, ,chinnampalayam,Pollachi, Coimbatore - 642002

PART - A (EPF)

I hereby nominate the persons(s) / cancel the nomination made by me previously and nominate the person(s), mentioned below to receive the amount standing to my credit in the Employees Provident Fund in the event my death.

Name & Address of the Nominee(s)	Nominee's relationship with the member	Date of Birth	Total amount or share of accumulation in PF to be paid in each nominee	If the nominee is minor, name & relationship & add. of the guardian who may receive the amount during minority of nominee
(1)	(2)	(3)	(4)	(5)
Kandhakumar M, 1/89K,Abirami Nagar, ,Chinnampalayam,Pollachi, Coimbatore- 642002	Father	31 - May - 1975	50	No
Umamaheshwari , 1/89K,Abirami Nagar, ,Chinnampalayam,Pollachi, Coimbatore- 642002	Mother	03 - Jul - 1987	50	No

1. * Certificate that I have no family as defined in para 2 (g) of the Employees Provident Funds Scheme, 1952 and should I acquire a family thereafter the above nomination should be deemed as cancelled.
2. * Certified that my father / mother is / are dependent upon me.

(*) Strike out whichever is not applicable.

eSigned using Aadhaar (Leegality.com - 01KERZ6TC8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

X _____

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

Emp Code # 3989237

PART - B (EPS)

Para 18

I hereby furnish below particulars of the members of my family who would be eligible to receive widow / children Pension in the event of my death.

Sr. No.	Name & Address of the family member/s	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
1	Kandhakumar M, 1/89K,Abirami Nagar, ,Chinnampalayam,Pollachi, Coimbatore- 642002	31 - May - 1975	Father
2	Umamaheshwari , 1/89K,Abirami Nagar, ,Chinnampalayam,Pollachi, Coimbatore- 642002	03 - Jul - 1987	Mother

**Certified that I have no family, as defined in para 2 (vii) of the Employees Pension Scheme, 1995 and should I acquire a family here after I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly family pension (admissible under para 16 (2) (i) and (ii) in the event of my death without leaving and eligible family member/s for receiving pension.

Name of the Nominee	Address	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
Kandhakumar M	1/89K,Abirami Nagar, ,chinnampalayam,Pollachi, Coimbatore- 642002	31 - May - 1975	Father
Umamaheshwari	1/89K,Abirami Nagar, ,chinnampalayam,Pollachi, Coimbatore- 642002	03 - Jul - 1987	Mother

Date : 12-Jan-2026

X

eSigned using Aadhaar (Leegality.com - 01KERZ6TC8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

(*) Strike out whichever is not applicable

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

CERTIFICATE BY EMPLOYER

CERTIFICATE that the above declaration and nomination has been signed / thumb impressed before me.

by Shri / Smt. / Miss. _____ employed in my / our establishment after he / she has read the entire / the entries have been read over to him / her by me and confirmed by him her

For TeamLease Services Limited

Place : _____

Date :

Authorized Signatory

Signature of the Employer's OR other Authorised Officer's the Establishments

Signature with Designation

TeamLease Services Ltd

6th Floor, BMTC Commercial Complex,
80 Feet Road, Koramangala,
Bangalore – 560095.

(Name and address of the factory /estt. Or rubber stamp thereof)

Emp Code # 3989237

UNDER THE PAYMENT OF GRATUITY ACT, 1992.
&
THE PAYMENT OF GRATUITY (MAHARASHTRA) RULE, 1972

FORM 'F'
(See Sub-Rule (i) of rule (6)

Nomination

To
M/s TeamLease Services Limited
6th Floor, BMTC Commercial Complex,
80 Feet Road,
Koramangala,
Bangalore – 560095.

1. Shri / Shrimati / Kumari JAYA SURIYA K whose particulars are given in the statement below hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

2. I hereby certify that the person(s) mentioned is / are member(s) of my family within the meaning of clause (h) of section 2 of the Payment of Gratuity Act, 1972.

3. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said Act.

4. (a) My father / mother / parents is / are not dependent on me.
(b) My husband's father / mother / parents is / are not dependent on my husband.

5. I have excluded my husband from my family by a notice dated the to the controlling authority in terms of the provison to clause(s) of section 2 of the said Act.

6. Nomination made herein invalidates my previous nomination.

NOMINEE (S)				
Sr. No.	**Name If Full address of the nominee(s) - (1)**	**Relationship with the Employee (2)**	**Age of the Nominee (3)**	**Proportion by which the gratuity will be shared (4)**
1	Kandhakumar M,1/89K,Abirami Nagar, ,chinnampalayam,Pollachi, Coimbatore- 642002	Father	31 - May - 1975	50
2	umamaheshwari ,1/89K,Abirami Nagar, ,chinnampalayam,Pollachi, Coimbatore- 642002	Mother	03 - Jul - 1987	50
3				
4				
5				
6				

eSigned using Aadhaar (Leegality.com - 01KERZ6TC8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

Emp Code # 3989237

Statement			
1	Religion	Hinduism	
2	Sex.	Male	
3	Name of employee in full.	Jaya Suriya K	
4	Whether married/unmarried/widow	Single	
5	Department/Branch/Section where employed	Pollachi	
6	Post held with Ticket or Serial Number if any.	Sales Officer	
7	Date of appointment.	12-Jan-2026	
8	Permanent address.	1/89K,Abirami Nagar, ,chinnampalayam,Pollachi, Coimbatore - 642002	
	Village	Thana	Sub-division
	Post Office	District	State

eSigned using Aadhaar (Leegality.com - 01KERZ6TC8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

Place : Pollachi
Date : 12-Jan-2026

X _____
Signature/Thumb impression of the employee

Declaration by witnesses

I declare that the Nomination has been signed/thumb impressed before me.

Name in full Signature of Witnesses.

1. _____
2. _____

Place : Pollachi

Address of witnesses

1. _____
2. _____

Place : Pollachi

Certificate by the employer

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's References No., If any.

Designation

Name and address of the

of rubber stamp thereof

For TeamLease Services Limited

Authorized Signatory

_____
Signature/Thumb impression of the Authorized Signatory

Acknowledgement by the employee

Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.

Date _____

X eSigned using Aadhaar (Leegality.com - 01KERZ6TC8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

Signature of the employee

Note : Strike out the words and paragraphs not applicable.

Offer No: 3989237

New Form: 11 - Declaration Form
(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION

Employees' Provident Fund Scheme, 1952 (Paragraph 34 & 57) &
Employees' Pension Scheme, 1995 (Paragraph 24)
(Declaration by a person taking up Employment in any Establishment on which EPF Scheme, 1952 and for EPS, 1995 is applicable)

1.	Name of Member	Jaya Suriya K
2.	Father's Name ☑ Spouse's Name ☐ *(Please tick whichever applicable)*	Kandhakumar M
3.	Date of Birth (DD/MM/YYY)	02/01/2006
4.	Gender (Male / Female / Transgender)	Male
5.	Marital Status (Single/Married/Widow/Widower/Divorcee)	Unmarried
6.	(a) Email ID:	jayasuriya1446@gmail.com
	(b) Mobile No:	7094252941
7.	Whether earlier member of the Employee's Provident Fund Scheme, 1952?	Yes ☐ No ☑
8.	Whether earlier member of the Employee's Pension Scheme, 1995?	Yes ☐ No ☑
9.	**Previous Employment details** a) Universal Account Number (UAN)	
	b) Previous PF Account Number	
	c) Date of Exit from previous Employment (DD/MM/YYY)	
	d) Scheme Certificate No (If issued)	
	e) Pension Payment Order (PPO) (If issued)	
10.	a) International Worker	Yes ☐ No ☑
	b) If yes, state country of origin (name of other country)	
	c) Passport No.	
	d) Validity of passport (DD/MM/YYY) to (DD/MM/YYY)	To
11.	**KYC Details**: (Attach Self Attested copies of following KYCs)	
	a) Bank Account No. & IFS Code	552702010019167 / UBIN0555274
	b) AADHAR Number	632643202214
	c) Permanent Account Number (PAN), If available	CYBPJ4600G

UNDERTAKING

1) Certified that the particulars are true to the best of my knowledge.
2) I authorise EPFO to use my Aadhar for verification / authentication / eKYC purpose for service delivery.
3) Kindly transfer the fund and service details, if applicable, from the previous PF account as declared above to the present PF account.
(The transfer would be possible only if the identified KYC details approved by previous employer has been verified by present employer using his Digital Signature)
4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date: 12-Jan-2026

Place: Pollachi

X Signature of Member

eSigned using Aadhaar (Leegality.com - [illegible]8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

DECLARATION BY PRESENT EMPLOYER

A. The member Mr./Ms./Mrs. ..... has joined on ..... and has been allotted PF Number .....

B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:
- **(Post allotment of UAN)** The UAN allotted or the member is.....
- **Please Tick the Appropriate Option:**
The KYC details of the above member in the UAN database

☐ Have not been uploaded ☐ Have been uploaded but not approved ☐ Have been uploaded and approved with DSC

C. In case the person was earlier a member of EPF Scheme, 1952 and EPS 1995:
- The above PF Account number/UAN of the member as mentioned in (A) above has been tagged with his/her UAN/Previous Member ID as declared by member.
- **Please Tick the Appropriate Option:**

☐ The KYC details of the above member in the UAN database have been approved with Digital Signature Certificate and transfer request has been generated on portal
☐ As the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form-13) for transfer of funds from his previous establishment.

HDB Financial Services Limited Mumbai

Date:

Signature of Employer with Seal of Establishment

घोषणा पत्र DECLARATION FORM

Offer Ref # 3989237 फार्म-1/Form-1

घोषणा पत्र कर्मचारी द्वारा भरा जाएगा। फार्म के साथ पोस्टकार्ड आकार के दो फोटोग्राफ भी लगाए जाने चाहिए। फार्म भरने से पहले पीठ पृष्ठ पर दी गई हिदायतों को भली-भांति पढ़ लेना चाहिए। यह फार्म निःशुल्क है।

To be filled by employee after reading instruction overleaf. Two Postcard Size phtographs to be attached with the form. This form is free of cost.

(क) बीमाकृत व्यक्ति के विवरण
(A) INSURED PERSON'S PARTICULARS

1. बीमा संख्या/Insurance No.					
2. नाम (स्पष्ट अक्षरो में) Name in block letters	Jaya Suriya K				
3. पिता/पति का नाम Father's/Husband's Name	Kandhakumar M				
4. जन्म की तिथि Date of Birth	दिन Day	महीना Month	वर्ष Year	5. वैवाहिक प्रास्थिति Marital Status	विवाहित/अविवाहित विधवा M/U/W
	02	01	06	6.लिंग/Sex	पु.म./M.F.

7. वर्तमान पता/Present Address	8. स्थायी पता/Permanent Address
1/89K,Abirami Nagar ,chinnampalayam,Pollachi Coimbatore,Tamil Nadu	1/89K,Abirami Nagar ,chinnampalayam,Pollachi Coimbatore,Tamil Nadu
पिन कोड Pin Code 642002	पिन कोड Pin Code 642002
टेलीफोन नम्बर/ई-मेल पता/jayasuriya1446@gmail.com	टेलीफोन नम्बर/ई-मेल पता/ 7094252941
शाखा कार्यालय Branch Office	औषधालय Dispensary

(ख) नियोजक के विवरण
(B) EMPLOYER'S PARTICULARS

9. नियोजक की कूट संख्या Employer's Code No.			
10. नियुक्ति की तारीख Date of Appointment	दिन Day	महीना Month	वर्ष Year
	12	01	2026
11. नियोजक का नाम और पता/Name & Address of the Employer			
12. यदि पहले नियोजन में रहे हैं तो कृपया निम्नलिखित ब्यौरे दीजिए In case of any previous employment please fill up the details as under.			
(क) पिछली बीमा संख्या (a) Previous Ins. No.			
(ख) नियोजक कूट संख्या (b) Employer's Code No.			
(ग) नियोजक का नाम व पता (c) Name & Address of the Employer			
टेलीफोन नम्बर/ई-मेल पता/e-mail address			

(क) मृत्यु की स्थिति में नकद हितलाभ के भुगतान के लिए क.रा.बी. अधिनियम, 1948 की धारा 71/क.रा.बी. (केन्द्रीय) नियम, 1950 के नियम 56(2) के अंतर्गत नामित के ब्यौरे।
(c) Details of Nominee u/s 71 of ESI Act 1948/Rule-56(2) of ESI (Central) Rules, 1950 for payment of cash benefit in the event of death.

नाम/Name	नातेदारी/Relationship	पता/Address
Kandhakumar M	Father	1/89K,Abirami Nagar,,chinnampalayam,Pollachi,Coimbatore,642002

मैं एतद्द्वारा घोषणा करता/करती हूं कि मेरे द्वारा प्रस्तुत किए गए विवरण मेरी जानकारी और विश्वास के अनुसार सही है। मैं अपने परिवार के सदस्यों में हुए परिवर्तन की सूचना 15 दिन के भीतर प्रस्तुत करने का वचन भी देता हूं/देती हूं।

I hereby decalare that the particulars given by me are correct to the best of my knowledge and belief. I undertake to intimate the corporation any changes in the membership of my family within 15 days of such change.

नियोजक के प्रतिहस्ताक्षर
Counter signature by the employer

सील सहित हस्ताक्षर
Signature with seal

eSigned using Aadhaar (Leegality.com - 01KERZ6TC8898JRA6AXXJ8RPD1)
Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठा निशान
Signature /T.I.of IP.

X

(घ) बीमाकृत व्यक्ति के परिजनों का विवरण
(D) Family Particulars of Insured person

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं तो आवास का स्थान दर्शाएं If' No' state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	Kandhakumar M	31-05-1975	Father	Yes			
2	umamaheshwari	03-07-1987	Mother	Yes			

क.रा.बी. निगम अस्थायी पहचान पत्र
ESI Corporation Temporary Identity Card

(नियुक्ति की तारीख से 3 महीने तक वैध)
(Valid for 3 month from the date of appointment)

नाम/Name		Jaya Suriya K	
बीमा संख्या/Ins. No.		नियुक्ति की तारीख/Date of appointment	12-01-2026
शाखा कार्यालय Branch Office		औषधालय Dispensary	
नियोजक की कूट संख्या व पता Employer's Code No. & Address			

फोटो के लिए स्थान
(Space for photograph)

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Jaya Suriya K
Date: Mon Jan 12 16:55:12 IST 2026

वैधता
Validity

तारीख
Dated

X

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठे का निशान
Signature/T.I. of I.P.

सील सहित शाखा प्रबंधक के हस्ताक्षर
Signature of B.M. with seal

अनुदेश

INSTRUCTIONS

Offer Ref # 3989237

1. फार्म-1 का प्रेषण क.रा.बी. (साधारण) विनियम, 1950 के विनियम 11 व 12 के अंतर्गत विनियमित किया जाता है।
Submission of Form-I is governed by regulation 11 & 12 of ESI (General) Regulations, 1950

2. "कुटुम्ब" से किसी बीमाकृत व्यक्ति के निम्नलिखित सभी अथवा कोई नातेदार अभिप्रेत है:-
अर्थात्:- (1) विवाहिती (2) बीमाकृत व्यक्ति पर आश्रित कोई धर्मज या दत्तक अवयस्क आश्रित बालक, (3) कोई बालक जो बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है तथा जो (क) शिक्षा प्राप्त कर रहा है, उनके 21 वर्ष की आयु प्राप्त कर लेने तक (ख) कोई अविवाहित पुत्री, (4) कोई बालक जो किसी शारीरिक अथवा मानसिक अपसामान्यता या चोट के कारण शिथिलांग है तथा शिथिलांगता रहने तक बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है, (5) आश्रित माता-पिता, (ब्योरे हेतु क.रा.बी. अधिनियम, 1948 की धारा 2 के खंड 11 को देखें)।

"Family" means all or any of the following relatives of an Insured Person namely:-

(i) a spouse (ii) a minor legitimate or adopted child dependant upon the I.P.; (iii) a child who is wholly dependant on the earnings of the I.P. and who is (a) receiving education, till he or she attains the age of 21 years (b) an unmarried daughter; (iv) a child who is infirm by reason of any physcial or mental abnormality or injury and is wholly dependant on the earnings of the I.P. so long as the infirmity continues; (v) dependant parents (Please see Section 2 clause 11 of the ESI Act 1948 for details.

3 पहचान-पत्र अहस्तान्तरणीय है।
Identity Card is Non-Transferable.

4. पहचान-पत्र के गुम होने की स्थिति में नियोजक/शाखा प्रबंधक को तत्काल सूचित किया जाए।
Loss of Identity Card be reported to Employer/Branch Manager immediately.

5. किसी प्रकार की गलत सूचना देने की स्थिति में क.रा.बी. अधिनियम, 1948 की धारा-84 के तहत कानूनी कार्यवाही की जा सकती है।
Submission of false information attracts penal action Under Section 84 of ESI Act. 1948.

6. नई नियुक्ति की स्थिति में भली-भांति भरा हुआ यह फार्म नियुक्ति के दस दिन के भीतर संबंधित शाखा कार्यालय में अवश्य ही प्रस्तुत किया जाना चाहिए। विलम्ब की स्थिति में नियोजक के विरुद्ध धारा-85 के तहत कानूनी कार्यवाही की जा सकती है।
This form duly filled in must reach the concerned Branch Office within 10 days of appointment of an Employee. Delay attracts penal action under Section 85 of the Act, against employer.

7. बीमाकृत व्यक्ति होने के नाते आप व आपके परिवार के आश्रितजन चिकित्सा हितलाभ प्राप्त कर सकेंगे। अन्य नकद हितलाभ हैं, (1) बीमारी हितलाभ (2) अस्थायी अपंगता हितलाभ (3) स्थायी अपंगता हितलाभ (4) आश्रितजन हितलाभ (5) प्रसूति हितलाभ (महिला कर्मचारी के लिए)।
As an insured person you and your dependant family membes are entitled to full medical care. The other benefits in cash include (1) Sickness Benefit (2) Temporary Disablement benefit (3) Permanent disablement Benefit (4) Dependants benefit and (5) Maternity Benefit (in case of woman employees) subject of fulfillment of contributory cnditions.

8. अधिक जानकारी के लिये कृपया निगम के वेबसाइट को देंखें या शाखा कार्यालय या क्षेत्रीय कार्यालय से संपर्क करें।
For more details please contact website of ESIC at www. esic.org. in. or contact Regional Office or Branch Office.

केवल शाखा कार्यालय में प्रयोग हेतु
For Branch Office Use only

1. बीमा संख्या आवंटन की तारीख :
Date of allotment of Ins. No. :_____

2. अस्थायी पहचान पत्र जारी करने की तारीख :
Date of Issue of T.I.C. :_____

3. औषधालय का नाम/संख्या :
Name /No. of Dispensary : _____

4. क्या अन्योन्य चिकित्सा व्यवस्था उपलब्ध है? यदि हां, तो उल्लेख करें :
Whether reciprocal Medical arrangements involved. if yes, please indicate :

शाखा प्रबन्धक के हस्ताक्षर
Signature of Branch Manager

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं, तो आवास का स्थान दर्शाएं If' No, state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	Kandhakumar M	31-05-1975	Father	Yes			
2	umamaheshwari	03-07-1987	Mother	Yes			

eSigned using Aadhaar (Leegality.com - 01KERZ6TCB89BJRA6AXXJ8RPD1)
Jaya Suriya .K
Date: Mon Jan 12 16:55:12 IST 2026

TeamLease™
Putting India to Work

Date: 06 Jan 2026

Mr Harivishnu Rajkumar
1/44 (2) meenkarai road sungam ambarampalyam

Pin-642103 642103

Employee No: 3985403
Dear Mr Harivishnu Rajkumar

Fixed Term Contract

We are pleased to appoint you in our organization as subject to the following terms and conditions:

1. On joining, your Employee Code would be 3985403.

2. You are hereby appointed as Sales Officer for Two Year commencing from 06 Jan 2026 to 05 Jan 2028 or from the actual date of Joining whichever is later, during which you will render services to our Client at their premises subject to the terms and conditions of this engagement letter and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.

3. You hereby agree to be liable for the following terms and conditions:

   i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
   ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
   iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
   iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
   v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
   vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
   vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
   viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
   ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.

4. The nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period of Two Years. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.

5. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.

6. You will be entitled to 30 days General Leave in a financial year at a time to be determined by the Company.

7. If at any time, you are found overstaying sanctioned leave or absence from work without permission for a period exceeding five consecutive days or habitual absence or similar misconduct considered by TeamLease or its Client to be gross indiscipline, you will be considered to have abandoned your services with TeamLease. This will be treated as voluntary termination of services from your end and incentives withheld. TeamLease will not be liable to pay one month's salary in lieu of notice thereof in such cases.

8. This contract may be terminated by either party giving to the other not less than one month's prior written notice. TeamLease shall be entitled, whether such notice of termination is given by you or TeamLease, to require you to

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eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

proceed on leave at the time of receiving or giving such notice of termination or at any time thereafter. TeamLease shall also be entitled to terminate your services forthwith by paying one month's salary in lieu of notice.

9. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.

10. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.

11. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

12. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

13. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and ESI contribution, if applicable. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit complete ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.

14. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.

15. The nature of your relationship with TeamLease will be that of contract of service from 06 Jan 2026 to 05 Jan 2028 . Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.

16. ."You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and/or Confidential Information of the Company, that shall include but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client. Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other that our client. This Non-Disclosure obligations enumerated above shall be binding on you at all times, irrespective of whether you continue to be employed by the company or not.

17. .This appointment letter shall be co-terminus with the agreement we have with our client.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process.Please return the copy of the enclosed Letter duly signed in token of you having read , agreed , fully understood and accepted the terms and conditions of appointment. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

For TEAMLEASE SERVICES LIMITED Accepted and Agreed

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TeamLease™
Putting India to Work

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

(Authorized Signatory)

Signature and date:
Name: HARIVISHNU RAJKUMAR

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TeamLease™
Putting India to Work

Salary Annexure

Employee No: 3985403

Particulars	Amount
Basic	5500
House Rent Allowance	2200
Employer PF Contribution	1446
ESIC - Employer	464
Works Allowance	6554
TotalAmount	16164
Amount In Words(Rs)	Sixteen Thousand One Hundred Sixty Four Rupees

Net Pay Annexure

EARNINGS	Amount
Basic	5500
House Rent Allowance	2200
Works Allowance	6554
Gross Earnings	**14254**
DEDUCTIONS *	**Amount**
Employee ESI	107
Employee PF	1446
Total Deduction	**1553**
Net Salary	**12701**

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961
** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

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Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

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Doc ID: TL/637A227CCC9

TeamLease™
Putting India to Work

Dated: 06 Jan 2026

The Branch Manager

HDFC BANK LTD

Subject: Introduction Letter for Salary Account

Dear Sir,

We hereby confirm that below mentioned employee are bonafide employees of TeamLease Services Ltd, Bangalore and we would like to confirm the below details are as per our records.

SL No.	Emp. Code	Emp. Name	Location
1	3985403	Harivishnu Rajkumar	Pollachi

This letter is given to the above employee towards zero balance salary account activation purpose.

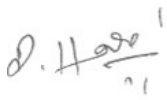
This letter is given subsequent out banking arrangements with HDFC Bank, Bangalore.

Company Name: TeamLease Services Ltd
Company Code: T0559

Request you to please do the needful .If any clarifications please write to sudhir.kumarhn@hdfcbank.com

Yours sincerely,

For TeamLease Services Ltd



Authorised Signatory,

Name: Hari Krishna P L

Designation: Senior General Manager – Staffing Operations

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu_Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment

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Doc ID: TL/637A227CCC9

of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link : https:tlconnect.teamlease.com/Learning

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

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Doc ID: TL/637A227CCC9

Emp Code # 3985403

SPECIMEN

FORM 2 (REVISED)

GROUP No. :
Office :

NOMINATION & DECLARATION FORM
FOR UNEXEMPTED / EXEMPTED ESTABLISHMENTS

Declaration and Nomination Form under the Employees Provident Funds and Employees Pension Scheme

(Paragraph 33 & 61 (1) of the Employees Provident Funds Scheme, 1952 and Para 18 of the Employees Pension Scheme, 1995)

1. NAME (in block letters) : Harivishnu Rajkumar
2. FATHER'S / HUSBAND'S NAME : Rajkumar M
3. DATE OF BIRTH : 01-May-2005
4. SEX : Male
5. MARITAL STATUS : Single
6. ACCOUNT NO : KN/BN:KN/35224
7. ADDRESS : 1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103

PART - A (EPF)

I hereby nominate the persons(s) / cancel the nomination made by me previously and nominate the person(s), mentioned below to receive the amount standing to my credit in the Employees Provident Fund in the event my death.

Name & Address of the Nominee(s)	Nominee's relationship with the member	Date of Birth	Total amount or share of accumulation in PF to be paid in each nominee	If the nominee is minor, name & relationship & add. of the guardian who may receive the amount during minority of nominee
(1)	(2)	(3)	(4)	(5)
Rajkumar M, 1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	Father	14 - Sep - 1975	50	No
Indhumathi R, 1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	Mother	29 - Dec - 1985	50	No

1. * Certificate that I have no family as defined in para 2 (g) of the Employees Provident Funds Scheme, 1952 and should I acquire a family thereafter the above nomination should be deemed as cancelled.
2. * Certified that my father / mother is / are dependent upon me.

(*) Strike out whichever is not applicable.

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

X _____

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

Emp Code # 3985403

PART - B (EPS)

Para 18

I hereby furnish below particulars of the members of my family who would be eligible to receive widow / children Pension in the event of my death.

Sr. No.	Name & Address of the family member/s	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
1	Rajkumar M, 1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	14 - Sep - 1975	Father
2	Indhumathi R, 1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	29 - Dec - 1985	Mother

**Certified that I have no family, as defined in para 2 (vii) of the Employees Pension Scheme, 1995 and should I acquire a family here after I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly family pension (admissible under para 16 (2) (i) and (ii) in the event of my death without leaving and eligible family member/s for receiving pension.

Name of the Nominee	Address	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
Rajkumar M	1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	14 - Sep - 1975	Father
Indhumathi R	1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	29 - Dec - 1985	Mother

Date : 08-Jan-2026

X

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

(*) Strike out whichever is not applicable

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

CERTIFICATE BY EMPLOYER

CERTIFICATE that the above declaration and nomination has been signed / thumb impressed before me.

by Shri / Smt. / Miss. _____ employed in my / our establishment after he / she has read the entire / the entries have been read over to him / her by me and confirmed by him her

For TeamLease Services Limited

Place : _____

Date :

Authorized Signatory

Signature of the Employer's OR other Authorised Officer's the Establishments

Signature with Designation

TeamLease Services Ltd

6th Floor, BMTC Commercial Complex,
80 Feet Road, Koramangala,
Bangalore – 560095.

(Name and address of the factory /estt. Or rubber stamp thereof)

Emp Code # 3985403

UNDER THE PAYMENT OF GRATUITY ACT, 1992.
&
THE PAYMENT OF GRATUITY (MAHARASHTRA) RULE, 1972

FORM 'F'
(See Sub-Rule (i) of rule (6)

Nomination

To
M/s TeamLease Services Limited
6th Floor, BMTC Commercial Complex,
80 Feet Road,
Koramangala,
Bangalore – 560095.

1. Shri / Shrimati / Kumari HARIVISHNU RAJKUMAR whose particulars are given in the statement below hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

2. I hereby certify that the person(s) mentioned is / are member(s) of my family within the meaning of clause (h) of section 2 of the Payment of Gratuity Act, 1972.

3. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said Act.

4. (a) My father / mother / parents is / are not dependent on me.
(b) My husband's father / mother / parents is / are not dependent on my husband.

5. I have excluded my husband from my family by a notice dated the to the controlling authority in terms of the provison to clause(s) of section 2 of the said Act.

6. Nomination made herein invalidates my previous nomination.

NOMINEE (S)				
Sr. No.	**Name If Full address of the nominee(s) - (1)**	**Relationship with the Employee (2)**	**Age of the Nominee (3)**	**Proportion by which the gratuity will be shared (4)**
1	RAJKUMAR M,1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	Father	14 - Sep - 1975	50
2	INDHUMATHI R,1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	Mother	29 - Dec - 1985	50
3				
4				
5				
6				

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

Emp Code # 3985403

Statement			
1	Religion	Hinduism	
2	Sex.	Male	
3	Name of employee in full.	Harivishnu Rajkumar	
4	Whether married/unmarried/widow	Single	
5	Department/Branch/Section where employed	Pollachi	
6	Post held with Ticket or Serial Number if any.	Sales Officer	
7	Date of appointment.	08-Jan-2026	
8	Permanent address.	1/44(2),MEENKARAIROAD, SUMGAM,AMBARAMPALAYAM,, Coimbatore - 642103	
	Village	Thana	Sub-division
	Post Office	District	State

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

Place : Pollachi
Date : 08-Jan-2026

X _____
Signature/Thumb impression of the employee

Declaration by witnesses

I declare that the Nomination has been signed/thumb impressed before me.

Name in full Signature of Witnesses.

1. _____
2. _____

Place : Pollachi

Address of witnesses

1. _____
2. _____

Place : Pollachi

Certificate by the employer

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's References No., If any.

Designation

Name and address of the

of rubber stamp thereof

For TeamLease Services Limited

Authorized Signatory

_____
Signature/Thumb impression of the Authorized Signatory

Acknowledgement by the employee

Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.

Date _____

X eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

Signature of the employee

Note : Strike out the words and paragraphs not applicable.

Offer No: 3985403

New Form: 11 - Declaration Form
(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION

Employees' Provident Fund Scheme, 1952 (Paragraph 34 & 57) &
Employees' Pension Scheme, 1995 (Paragraph 24)
(Declaration by a person taking up Employment in any Establishment on which EPF Scheme, 1952 and for EPS, 1995 is applicable)

1.	Name of Member	Harivishnu Rajkumar
2.	Father's Name ☑ Spouse's Name ☐ *(Please tick whichever applicable)*	Rajkumar M
3.	Date of Birth (DD/MM/YYY)	01/05/2005
4.	Gender (Male / Female / Transgender)	Male
5.	Marital Status (Single/Married/Widow/Widower/Divorcee)	Unmarried
6.	(a) Email ID:	harivishnur72@gmail.com
	(b) Mobile No:	9715007147
7.	Whether earlier member of the Employee's Provident Fund Scheme, 1952?	Yes ☐ No ☑
8.	Whether earlier member of the Employee's Pension Scheme, 1995?	Yes ☐ No ☑
9.	**Previous Employment details** a) Universal Account Number (UAN)	
	b) Previous PF Account Number	
	c) Date of Exit from previous Employment (DD/MM/YYY)	
	d) Scheme Certificate No (If issued)	
	e) Pension Payment Order (PPO) (If issued)	
10.	a) International Worker	Yes ☐ No ☑
	b) If yes, state country of origin (name of other country)	
	c) Passport No.	
	d) Validity of passport (DD/MM/YYY) to (DD/MM/YYY)	To
11.	**KYC Details**: (Attach Self Attested copies of following KYCs)	
	a) Bank Account No. & IFS Code	110051067128 / cnrb0016135
	b) AADHAR Number	270287200856
	c) Permanent Account Number (PAN), If available	BINPH8910E

UNDERTAKING

1) Certified that the particulars are true to the best of my knowledge.
2) I authorise EPFO to use my Aadhar for verification / authentication / eKYC purpose for service delivery.
3) Kindly transfer the fund and service details, if applicable, from the previous PF account as declared above to the present PF account.
(The transfer would be possible only if the identified KYC details approved by previous employer has been verified by present employer using his Digital Signature)
4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date: 08-Jan-2026

Place: Pollachi

X Signature of Member

eSigned using Aadhaar (Leegality.com - 01HEFKHYA5ZBYKZ629ZASZ219)
HariVishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

DECLARATION BY PRESENT EMPLOYER

A. The member Mr./Ms./Mrs. ..... has joined on ..... and has been allotted PF Number .....

B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:
- **(Post allotment of UAN)** The UAN allotted or the member is.....
- **Please Tick the Appropriate Option:**
The KYC details of the above member in the UAN database

☐ Have not been uploaded ☐ Have been uploaded but not approved ☐ Have been uploaded and approved with DSC

C. In case the person was earlier a member of EPF Scheme, 1952 and EPS 1995:
- The above PF Account number/UAN of the member as mentioned in (A) above has been tagged with his/her UAN/Previous Member ID as declared by member.
- **Please Tick the Appropriate Option:**

☐ The KYC details of the above member in the UAN database have been approved with Digital Signature Certificate and transfer request has been generated on portal
☐ As the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form-13) for transfer of funds from his previous establishment.

HDB Financial Services Limited Mumbai

Date:

Signature of Employer with Seal of Establishment

घोषणा पत्र DECLARATION FORM

Offer Ref # 3985403 फार्म-1/Form-1

घोषणा पत्र कर्मचारी द्वारा भरा जाएगा। फार्म के साथ पोस्टकार्ड आकार के दो फोटोग्राफ भी लगाए जाने चाहिए। फार्म भरने से पहले पीठ पृष्ठ पर दी गई हिदायतों को भली-भांति पढ़ लेना चाहिए। यह फार्म निःशुल्क है।

To be filled by employee after reading instruction overleaf. Two Postcard Size phtographs to be attached with the form. This form is free of cost.

(क) बीमाकृत व्यक्ति के विवरण
(A) INSURED PERSON'S PARTICULARS

1. बीमा संख्या/Insurance No.					
2. नाम (स्पष्ट अक्षरो में) Name in block letters	Harivishnu Rajkumar				
3. पिता/पति का नाम Father's/Husband's Name	Rajkumar M				
4. जन्म की तिथि Date of Birth	दिन Day	महीना Month	वर्ष Year	5. वैवाहिक प्रास्थिति Marital Status	विवाहित/अविवाहित विधवा M/U/W
	01	05	05	6.लिंग/Sex	पु.म./M.F.

7. वर्तमान पता/Present Address	8. स्थायी पता/Permanent Address
1/44(2),MEENKARAIROAD SUMGAM,AMBARAMPALAYAM, Coimbatore,Tamil Nadu	1/44(2),MEENKARAIROAD SUMGAM,AMBARAMPALAYAM, Coimbatore,Tamil Nadu
पिन कोड Pin Code 6 4 2 1 0 3	पिन कोड Pin Code 6 4 2 1 0 3
टेलीफोन नम्बर/ई-मेल पता/harivishnur72@gmail.com	टेलीफोन नम्बर/ई-मेल पता/ 9715007147
शाखा कार्यालय Branch Office	औषधालय Dispensary

(ख) नियोजक के विवरण
(B) EMPLOYER'S PARTICULARS

9. नियोजक की कूट संख्या Employer's Code No.			
10. नियुक्ति की तारीख Date of Appointment	दिन Day	महीना Month	वर्ष Year
	08	01	2026
11. नियोजक का नाम और पता/Name & Address of the Employer			
12. यदि पहले नियोजन में रहे हैं तो कृपया निम्नलिखित ब्यौरे दीजिए In case of any previous employment please fill up the details as under.			
(क) पिछली बीमा संख्या (a) Previous Ins. No.			
(ख) नियोजक कूट संख्या (b) Employer's Code No.			
(ग) नियोजक का नाम व पता (c) Name & Address of the Employer			
टेलीफोन नम्बर/ई-मेल पता/e-mail address			

(क) मृत्यु की स्थिति में नकद हितलाभ के भुगतान के लिए क.रा.बी. अधिनियम, 1948 की धारा 71/क.रा.बी. (केन्द्रीय) नियम, 1950 के नियम 56(2) के अंतर्गत नामित के ब्यौरे।
(c) Details of Nominee u/s 71 of ESI Act 1948/Rule-56(2) of ESI (Central) Rules, 1950 for payment of cash benefit in the event of death.

नाम/Name	नातेदारी/Relationship	पता/Address
RAJKUMAR M	Father	1/44(2),MEENKARAIROAD,SUMGAM,AMBARAMPALAYAM,,Coimbatore-642103

मैं एतद्द्वारा घोषणा करता/करती हूं कि मेरे द्वारा प्रस्तुत किए गए विवरण मेरी जानकारी और विश्वास के अनुसार सही है। मैं अपने परिवार के सदस्यों में हुए परिवर्तन की सूचना 15 दिन के भीतर प्रस्तुत करने का वचन भी देता हूं/देती हूं।

I hereby decalare that the particulars given by me are correct to the best of my knowledge and belief. I undertake to intimate the corporation any changes in the membership of my family within 15 days of such change.

नियोजक के प्रतिहस्ताक्षर
Counter signature by the employer

सील सहित हस्ताक्षर
Signature with seal

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठा निशान
Signature /T.I.of IP.

X

(घ) बीमाकृत व्यक्ति के परिजनों का विवरण
(D) Family Particulars of Insured person

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं तो आवास का स्थान दर्शाएं If' No' state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	INDHUMATHI R	29-12-1985	Mother	Yes			
2	RAJKUMAR M	14-09-1975	Father	Yes			

क.रा.बी. निगम अस्थायी पहचान पत्र
ESI Corporation Temporary Identity Card

(नियुक्ति की तारीख से 3 महीने तक वैध)
(Valid for 3 month from the date of appointment)

नाम/Name		Harivishnu Rajkumar	
बीमा संख्या/Ins. No.		नियुक्ति की तारीख/Date of appointment	08-01-2026
शाखा कार्यालय Branch Office		औषधालय Dispensary	
नियोजक की कूट संख्या व पता Employer's Code No. & Address			

फोटो के लिए स्थान
(Space for photograph)

eSigned using Aadhaar (Leegality.com - 01KEEKHYM57ZBYKZ629ZASZ219)
Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

वैधता
Validity

तारीख
Dated

X

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठे का निशान
Signature/T.I. of I.P.

सील सहित शाखा प्रबंधक के हस्ताक्षर
Signature of B.M. with seal

अनुदेश

INSTRUCTIONS

Offer Ref # 3985403

1. फार्म-1 का प्रेषण क.रा.बी. (साधारण) विनियम, 1950 के विनियम 11 व 12 के अंतर्गत विनियमित किया जाता है।
Submission of Form-I is governed by regulation 11 & 12 of ESI (General) Regulations, 1950

2. "कुटुम्ब" से किसी बीमाकृत व्यक्ति के निम्नलिखित सभी अथवा कोई नातेदार अभिप्रेत है:-
अर्थात्:- (1) विवाहिती (2) बीमाकृत व्यक्ति पर आश्रित कोई धर्मज या दत्तक अवयस्क आश्रित बालक, (3) कोई बालक जो बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है तथा जो (क) शिक्षा प्राप्त कर रहा है, उनके 21 वर्ष की आयु प्राप्त कर लेने तक (ख) कोई अविवाहित पुत्री, (4) कोई बालक जो किसी शारीरिक अथवा मानसिक अपसामान्यता या चोट के कारण शिथिलांग है तथा शिथिलांगता रहने तक बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है, (5) आश्रित माता-पिता, (ब्योरे हेतु क.रा.बी. अधिनियम, 1948 की धारा 2 के खंड 11 को देखें)।

"Family" means all or any of the following relatives of an Insured Person namely:-

(i) a spouse (ii) a minor legitimate or adopted child dependant upon the I.P.; (iii) a child who is wholly dependant on the earnings of the I.P. and who is (a) receiving education, till he or she attains the age of 21 years (b) an unmarried daughter; (iv) a child who is infirm by reason of any physcial or mental abnormality or injury and is wholly dependant on the earnings of the I.P. so long as the infirmity continues; (v) dependant parents (Please see Section 2 clause 11 of the ESI Act 1948 for details.

3 पहचान-पत्र अहस्तान्तरणीय है।
Identity Card is Non-Transferable.

4. पहचान-पत्र के गुम होने की स्थिति में नियोजक/शाखा प्रबंधक को तत्काल सूचित किया जाए।
Loss of Identity Card be reported to Employer/Branch Manager immediately.

5. किसी प्रकार की गलत सूचना देने की स्थिति में क.रा.बी. अधिनियम, 1948 की धारा-84 के तहत कानूनी कार्यवाही की जा सकती है।
Submission of false information attracts penal action Under Section 84 of ESI Act. 1948.

6. नई नियुक्ति की स्थिति में भली-भांति भरा हुआ यह फार्म नियुक्ति के दस दिन के भीतर संबंधित शाखा कार्यालय में अवश्य ही प्रस्तुत किया जाना चाहिए। विलम्ब की स्थिति में नियोजक के विरुद्ध धारा-85 के तहत कानूनी कार्यवाही की जा सकती है।
This form duly filled in must reach the concerned Branch Office within 10 days of appointment of an Employee. Delay attracts penal action under Section 85 of the Act, against employer.

7. बीमाकृत व्यक्ति होने के नाते आप व आपके परिवार के आश्रितजन चिकित्सा हितलाभ प्राप्त कर सकेंगे। अन्य नकद हितलाभ हैं, (1) बीमारी हितलाभ (2) अस्थायी अपंगता हितलाभ (3) स्थायी अपंगता हितलाभ (4) आश्रितजन हितलाभ (5) प्रसूति हितलाभ (महिला कर्मचारी के लिए)।
As an insured person you and your dependant family membes are entitled to full medical care. The other benefits in cash include (1) Sickness Benefit (2) Temporary Disablement benefit (3) Permanent disablement Benefit (4) Dependants benefit and (5) Maternity Benefit (in case of woman employees) subject of fulfillment of contributory cnditions.

8. अधिक जानकारी के लिये कृपया निगम के वेबसाइट को देंखें या शाखा कार्यालय या क्षेत्रीय कार्यालय से संपर्क करें।
For more details please contact website of ESIC at www. esic.org. in. or contact Regional Office or Branch Office.

केवल शाखा कार्यालय में प्रयोग हेतु
For Branch Office Use only

1. बीमा संख्या आवंटन की तारीख :
Date of allotment of Ins. No. :_____

2. अस्थायी पहचान पत्र जारी करने की तारीख :
Date of Issue of T.I.C. :_____

3. औषधालय का नाम/संख्या :
Name /No. of Dispensary : _____

4. क्या अन्योन्य चिकित्सा व्यवस्था उपलब्ध है? यदि हां, तो उल्लेख करें :
Whether reciprocal Medical arrangements involved. if yes, please indicate :

शाखा प्रबन्धक के हस्ताक्षर
Signature of Branch Manager

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं, तो आवास का स्थान दर्शाएं If' No, state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	INDHUMATHI R	29-12-1985	Mother	Yes			
2	RAJKUMAR M	14-09-1975	Father	Yes			

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Harivishnu Rajkumar
Date: Thu Jan 08 16:18:48 IST 2026

TeamLease®
Putting India to Work

Date: 29 Dec 2025

Mr Charanyan A
c101kandasamy pillai street d colony pollachi

Pin-642001 642001

Employee No: 3979083
Dear Mr Charanyan A

Fixed Term Contract

We are pleased to appoint you in our organization as subject to the following terms and conditions:

1. On joining, your Employee Code would be 3979083.

2. You are hereby appointed as Sales Officer for Two Year commencing from 29 Dec 2025 to 28 Dec 2027 or from the actual date of Joining whichever is later, during which you will render services to our Client at their premises subject to the terms and conditions of this engagement letter and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.

3. You hereby agree to be liable for the following terms and conditions:

   i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
   ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
   iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
   iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
   v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
   vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
   vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
   viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
   ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.

4. The nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period of Two Years. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.

5. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.

6. You will be entitled to 30 days General Leave in a financial year at a time to be determined by the Company.

7. If at any time, you are found overstaying sanctioned leave or absence from work without permission for a period exceeding five consecutive days or habitual absence or similar misconduct considered by TeamLease or its Client to be gross indiscipline, you will be considered to have abandoned your services with TeamLease. This will be treated as voluntary termination of services from your end and incentives withheld. TeamLease will not be liable to pay one month's salary in lieu of notice thereof in such cases.

8. This contract may be terminated by either party giving to the other not less than one month's prior written notice. TeamLease shall be entitled, whether such notice of termination is given by you or TeamLease, to require you to

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Charanyan A
AADHAAR
Tue Dec 30 11:41:33 IST 2025

proceed on leave at the time of receiving or giving such notice of termination or at any time thereafter. TeamLease shall also be entitled to terminate your services forthwith by paying one month's salary in lieu of notice.

9. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.

10. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.

11. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

12. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

13. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and ESI contribution, if applicable. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit complete ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.

14. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.

15. The nature of your relationship with TeamLease will be that of contract of service from 29 Dec 2025 to 28 Dec 2027 . Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.

16. ."You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and/or Confidential Information of the Company, that shall include but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client. Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other that our client. This Non-Disclosure obligations enumerated above shall be binding on you at all times, irrespective of whether you continue to be employed by the company or not.

17. .This appointment letter shall be co-terminus with the agreement we have with our client.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process.Please return the copy of the enclosed Letter duly signed in token of you having read , agreed , fully understood and accepted the terms and conditions of appointment. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D)
Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

For TEAMLEASE SERVICES LIMITED Accepted and Agreed

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TeamLease®
Putting India to Work

(Authorized Signatory)

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Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

Signature and date:
Name: CHARANYAN A

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Putting India to Work

Salary Annexure

Employee No: 3979083

Particulars	Amount
Basic	5500
House Rent Allowance	2200
Employer PF Contribution	1446
ESIC - Employer	464
Works Allowance	6554
TotalAmount	16164
Amount In Words(Rs)	Sixteen Thousand One Hundred Sixty Four Rupees

Net Pay Annexure

EARNINGS	Amount
Basic	5500
House Rent Allowance	2200
Works Allowance	6554
Gross Earnings	**14254**
DEDUCTIONS *	**Amount**
Employee ESI	107
Employee PF	1446
Total Deduction	**1553**
Net Salary	**12701**

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961
** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

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Charanyan A
AADHAAR
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TeamLease®
Putting India to Work

Dated: 29 Dec 2025

The Branch Manager

HDFC BANK LTD

Subject: Introduction Letter for Salary Account

Dear Sir,

We hereby confirm that below mentioned employee are bonafide employees of TeamLease Services Ltd, Bangalore and we would like to confirm the below details are as per our records.

SL No.	Emp. Code	Emp. Name	Location
1	3979083	Charanyan A	Pollachi

This letter is given to the above employee towards zero balance salary account activation purpose.

This letter is given subsequent out banking arrangements with HDFC Bank, Bangalore.

Company Name: TeamLease Services Ltd
Company Code: T0559

Request you to please do the needful .If any clarifications please write to sudhir.kumarhn@hdfcbank.com

Yours sincerely,

For TeamLease Services Ltd

Authorised Signatory,

Name: Hari Krishna P L

Designation: Senior General Manager – Staffing Operations

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Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment

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of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link : https:tlconnect.teamlease.com/Learning

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

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Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

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Emp Code # 3979083

SPECIMEN

FORM 2 (REVISED)

GROUP No. :
Office :

NOMINATION & DECLARATION FORM
FOR UNEXEMPTED / EXEMPTED ESTABLISHMENTS

Declaration and Nomination Form under the Employees Provident Funds and Employees Pension Scheme

(Paragraph 33 & 61 (1) of the Employees Provident Funds Scheme, 1952 and Para 18 of the Employees Pension Scheme, 1995)

1. NAME (in block letters) : Charanyan A
2. FATHER'S / HUSBAND'S NAME : Anurag Arya Bhatt
3. DATE OF BIRTH : 03-Jun-2005
4. SEX : Male
5. MARITAL STATUS : Single
6. ACCOUNT NO : KN/BN:KN/35224
7. ADDRESS : C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore - 642001

PART - A (EPF)

I hereby nominate the persons(s) / cancel the nomination made by me previously and nominate the person(s), mentioned below to receive the amount standing to my credit in the Employees Provident Fund in the event my death.

Name & Address of the Nominee(s)	Nominee's relationship with the member	Date of Birth	Total amount or share of accumulation in PF to be paid in each nominee	If the nominee is minor, name & relationship & add. of the guardian who may receive the amount during minority of nominee
(1)	(2)	(3)	(4)	(5)
Anurag Arya Bhatt, C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	Father	18 - Aug - 1974	50	No
Jaya A, C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	Mother	10 - Apr - 1983	50	No

1. * Certificate that I have no family as defined in para 2 (g) of the Employees Provident Funds Scheme, 1952 and should I acquire a family thereafter the above nomination should be deemed as cancelled.
2. * Certified that my father / mother is / are dependent upon me.

(*) Strike out whichever is not applicable.

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Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

X _____

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

Emp Code # 3979083

PART - B (EPS)

Para 18

I hereby furnish below particulars of the members of my family who would be eligible to receive widow / children Pension in the event of my death.

Sr. No.	Name & Address of the family member/s	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
1	Anurag Arya Bhatt, C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	18 - Aug - 1974	Father
2	Jaya A, C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	10 - Apr - 1983	Mother

**Certified that I have no family, as defined in para 2 (vii) of the Employees Pension Scheme, 1995 and should I acquire a family here after I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly family pension (admissible under para 16 (2) (i) and (ii) in the event of my death without leaving and eligible family member/s for receiving pension.

Name of the Nominee	Address	Date of Birth	Relationship with Member
(1)	(2)	(3)	(4)
Anurag Arya Bhatt	C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	18 - Aug - 1974	Father
Jaya A	C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	10 - Apr - 1983	Mother

Date : 30-Dec-2025

X

eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D)
Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

(*) Strike out whichever is not applicable

SIGNATURE OR THUMB IMPRESSION THE SUBSCRIBER

CERTIFICATE BY EMPLOYER

CERTIFICATE that the above declaration and nomination has been signed / thumb impressed before me.

by Shri / Smt. / Miss. _____ employed in my / our establishment after he / she has read the entire / the entries have been read over to him / her by me and confirmed by him her

For TeamLease Services Limited

Place : _____

Date :

Authorized Signatory

Signature of the Employer's OR other Authorised Officer's the Establishments

Signature with Designation

TeamLease Services Ltd

6th Floor, BMTC Commercial Complex,
80 Feet Road, Koramangala,
Bangalore – 560095.

(Name and address of the factory /estt. Or rubber stamp thereof)

Emp Code # 3979083

UNDER THE PAYMENT OF GRATUITY ACT, 1992.
&
THE PAYMENT OF GRATUITY (MAHARASHTRA) RULE, 1972

FORM 'F'
(See Sub-Rule (i) of rule (6)

Nomination

To
M/s TeamLease Services Limited
6th Floor, BMTC Commercial Complex,
80 Feet Road,
Koramangala,
Bangalore – 560095.

1. Shri / Shrimati / Kumari CHARANYAN A whose particulars are given in the statement below hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

2. I hereby certify that the person(s) mentioned is / are member(s) of my family within the meaning of clause (h) of section 2 of the Payment of Gratuity Act, 1972.

3. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said Act.

4. (a) My father / mother / parents is / are not dependent on me.
(b) My husband's father / mother / parents is / are not dependent on my husband.

5. I have excluded my husband from my family by a notice dated the to the controlling authority in terms of the provison to clause(s) of section 2 of the said Act.

6. Nomination made herein invalidates my previous nomination.

NOMINEE (S)				
Sr. No.	**Name If Full address of the nominee(s) - (1)**	**Relationship with the Employee (2)**	**Age of the Nominee (3)**	**Proportion by which the gratuity will be shared (4)**
1	Anurag Arya Bhatt,C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	Father	18 - Aug - 1974	50
2	jaya A,C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore- 642001	Mother	10 - Apr - 1983	50
3				
4				
5				
6				

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Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

Emp Code # 3979083

Statement			
1	Religion	Hinduism	
2	Sex.	Male	
3	Name of employee in full.	Charanyan A	
4	Whether married/unmarried/widow	Single	
5	Department/Branch/Section where employed	Pollachi	
6	Post held with Ticket or Serial Number if any.	Sales Officer	
7	Date of appointment.	29-Dec-2025	
8	Permanent address.	C101 KANDASMY PILLAI ST, D COLONY JOTHI NAGAR, Coimbatore - 642001	
	Village	Thana	Sub-division
	Post Office	District	State

eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D)
Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

Place : Pollachi
Date : 30-Dec-2025

X _____
Signature/Thumb impression of the employee

Declaration by witnesses

I declare that the Nomination has been signed/thumb impressed before me.

Name in full Signature of Witnesses.

1. _____
2. _____

Place : Pollachi

Address of witnesses

1. _____
2. _____

Place : Pollachi

Certificate by the employer

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's References No., If any.

Designation

Name and address of the

of rubber stamp thereof

For TeamLease Services Limited

Authorized Signatory

_____
Signature/Thumb impression of the Authorized Signatory

Acknowledgement by the employee

Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.

Date _____

X eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D)
Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

Signature of the employee

Note : Strike out the words and paragraphs not applicable.

Offer No: 3979083

New Form: 11 - Declaration Form
(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION

Employees' Provident Fund Scheme, 1952 (Paragraph 34 & 57) &
Employees' Pension Scheme, 1995 (Paragraph 24)
(Declaration by a person taking up Employment in any Establishment on which EPF Scheme, 1952 and for EPS, 1995 is applicable)

1.	Name of Member	Charanyan A
2.	Father's Name ☑ Spouse's Name ☐ *(Please tick whichever applicable)*	Anurag Arya Bhatt
3.	Date of Birth (DD/MM/YYY)	03/06/2005
4.	Gender (Male / Female / Transgender)	Male
5.	Marital Status (Single/Married/Widow/Widower/Divorcee)	Unmarried
6.	(a) Email ID:	ACHARANYAN4@GMAIL.COM
	(b) Mobile No:	6380771070
7.	Whether earlier member of the Employee's Provident Fund Scheme, 1952?	Yes ☐ No ☑
8.	Whether earlier member of the Employee's Pension Scheme, 1995?	Yes ☐ No ☑
9.	**Previous Employment details** a) Universal Account Number (UAN)	
	b) Previous PF Account Number	
	c) Date of Exit from previous Employment (DD/MM/YYY)	
	d) Scheme Certificate No (If issued)	
	e) Pension Payment Order (PPO) (If issued)	
10.	a) International Worker	Yes ☐ No ☑
	b) If yes, state country of origin (name of other country)	
	c) Passport No.	
	d) Validity of passport (DD/MM/YYY) to (DD/MM/YYY)	To
11.	**KYC Details**: (Attach Self Attested copies of following KYCs)	
	a) Bank Account No. & IFS Code	42418473824 / sbin0000899
	b) AADHAR Number	847433638361
	c) Permanent Account Number (PAN), If available	FIGPA8469E

UNDERTAKING

1) Certified that the particulars are true to the best of my knowledge.
2) I authorise EPFO to use my Aadhar for verification / authentication / eKYC purpose for service delivery.
3) Kindly transfer the fund and service details, if applicable, from the previous PF account as declared above to the present PF account.
(The transfer would be possible only if the identified KYC details approved by previous employer has been verified by present employer using his Digital Signature)
4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date: 30-Dec-2025

Place: Pollachi

X Signature of Member

eSigned using Aadhaar (Leegality.com - 01MDBY3K17PCWQZ625BHCJ48D)
Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

DECLARATION BY PRESENT EMPLOYER

A. The member Mr./Ms./Mrs. ..... has joined on ..... and has been allotted PF Number .....

B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:
- **(Post allotment of UAN)** The UAN allotted or the member is.....
- **Please Tick the Appropriate Option:**
The KYC details of the above member in the UAN database

☐ Have not been uploaded ☐ Have been uploaded but not approved ☐ Have been uploaded and approved with DSC

C. In case the person was earlier a member of EPF Scheme, 1952 and EPS 1995:
- The above PF Account number/UAN of the member as mentioned in (A) above has been tagged with his/her UAN/Previous Member ID as declared by member.
- **Please Tick the Appropriate Option:**

☐ The KYC details of the above member in the UAN database have been approved with Digital Signature Certificate and transfer request has been generated on portal
☐ As the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form-13) for transfer of funds from his previous establishment.

HDB Financial Services Limited Mumbai

Date:

Signature of Employer with Seal of Establishment

घोषणा पत्र DECLARATION FORM

Offer Ref # 3979083 फार्म-1/Form-1

घोषणा पत्र कर्मचारी द्वारा भरा जाएगा। फार्म के साथ पोस्टकार्ड आकार के दो फोटोग्राफ भी लगाए जाने चाहिए। फार्म भरने से पहले पीठ पृष्ठ पर दी गई हिदायतों को भली-भांति पढ़ लेना चाहिए। यह फार्म निःशुल्क है।

To be filled by employee after reading instruction overleaf. Two Postcard Size phtographs to be attached with the form. This form is free of cost.

(क) बीमाकृत व्यक्ति के विवरण
(A) INSURED PERSON'S PARTICULARS

1. बीमा संख्या/Insurance No.					
2. नाम (स्पष्ट अक्षरो में) Name in block letters	Charanyan A				
3. पिता/पति का नाम Father's/Husband's Name	Anurag Arya Bhatt				
4. जन्म की तिथि Date of Birth	दिन Day	महीना Month	वर्ष Year	5. वैवाहिक प्रास्थिति Marital Status	विवाहित/अविवाहित विधवा M/U/W
	03	06	05	6.लिंग/Sex	पु.म./M.F.

7. वर्तमान पता/Present Address	8. स्थायी पता/Permanent Address
C101 KANDASMY PILLAI ST D COLONY JOTHI NAGAR Coimbatore,Tamil Nadu	C101 KANDASMY PILLAI ST D COLONY JOTHI NAGAR Coimbatore,Tamil Nadu
पिन कोड Pin Code 6 4 2 0 0 1	पिन कोड Pin Code 6 4 2 0 0 1
टेलीफोन नम्बर/ई-मेल पता/ ACHARANYAN4@GMAIL.COM	टेलीफोन नम्बर/ई-मेल पता/ 6380771070
शाखा कार्यालय Branch Office	औषधालय Dispensary

(ख) नियोजक के विवरण
(B) EMPLOYER'S PARTICULARS

9. नियोजक की कूट संख्या Employer's Code No.			
10. नियुक्ति की तारीख Date of Appointment	दिन Day	महीना Month	वर्ष Year
	29	12	2025
11. नियोजक का नाम और पता/Name & Address of the Employer			
12. यदि पहले नियोजन में रहे हैं तो कृपया निम्नलिखित ब्यौरे दीजिए In case of any previous employment please fill up the details as under.			
(क) पिछली बीमा संख्या (a) Previous Ins. No.			
(ख) नियोजक कूट संख्या (b) Employer's Code No.			
(ग) नियोजक का नाम व पता (c) Name & Address of the Employer			
टेलीफोन नम्बर/ई-मेल पता/e-mail address			

(क) मृत्यु की स्थिति में नकद हितलाभ के भुगतान के लिए क.रा.बी. अधिनियम, 1948 की धारा 71/क.रा.बी. (केन्द्रीय) नियम, 1950 के नियम 56(2) के अंतर्गत नामित के ब्यौरे।
(c) Details of Nominee u/s 71 of ESI Act 1948/Rule-56(2) of ESI (Central) Rules, 1950 for payment of cash benefit in the event of death.

नाम/Name	नातेदारी/Relationship	पता/Address
Anurag Arya Bhatt	Father	C101 KANDASMY PILLAI ST,D COLONY JOTHI NAGAR,Coimbatore,642001

मैं एतद्द्वारा घोषणा करता/करती हूं कि मेरे द्वारा प्रस्तुत किए गए विवरण मेरी जानकारी और विश्वास के अनुसार सही है। मैं अपने परिवार के सदस्यों में हुए परिवर्तन की सूचना 15 दिन के भीतर प्रस्तुत करने का वचन भी देता हूं/देती हूं।

I hereby decalare that the particulars given by me are correct to the best of my knowledge and belief. I undertake to intimate the corporation any changes in the membership of my family within 15 days of such change.

नियोजक के प्रतिहस्ताक्षर
Counter signature by the employer

सील सहित हस्ताक्षर
Signature with seal

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठा निशान
Signature /T.I.of IP.

X

eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D) Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

(घ) बीमाकृत व्यक्ति के परिजनों का विवरण
(D) Family Particulars of Insured person

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं तो आवास का स्थान दर्शाएं If' No' state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	Anurag Arya Bhatt	18-08-1974	Father	Yes			
2	jaya A	10-04-1983	Mother	Yes			

क.रा.बी. निगम अस्थायी पहचान पत्र
ESI Corporation Temporary Identity Card

(नियुक्ति की तारीख से 3 महीने तक वैध)
(Valid for 3 month from the date of appointment)

नाम/Name		Charanyan A	
बीमा संख्या/Ins. No.		नियुक्ति की तारीख/Date of appointment	29-12-2025
शाखा कार्यालय Branch Office		औषधालय Dispensary	
नियोजक की कूट संख्या व पता Employer's Code No. & Address			

फोटो के लिए स्थान
(Space for photograph)

eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D) Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

वैधता
Validity

तारीख
Dated

X

बीमाकृत व्यक्ति के हस्ताक्षर/अंगूठे का निशान
Signature/T.I. of I.P.

सील सहित शाखा प्रबंधक के हस्ताक्षर
Signature of B.M. with seal

अनुदेश
INSTRUCTIONS

Offer Ref # 3979083

1. फार्म-1 का प्रेषण क.रा.बी. (साधारण) विनियम, 1950 के विनियम 11 व 12 के अंतर्गत विनियमित किया जाता है।
Submission of Form-I is governed by regulation 11 & 12 of ESI (General) Regulations, 1950

2. "कुटुम्ब" से किसी बीमाकृत व्यक्ति के निम्नलिखित सभी अथवा कोई नातेदार अभिप्रेत है:-
अर्थात्:- (1) विवाहिती (2) बीमाकृत व्यक्ति पर आश्रित कोई धर्मज या दत्तक अवयस्क आश्रित बालक, (3) कोई बालक जो बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है तथा जो (क) शिक्षा प्राप्त कर रहा है, उनके 21 वर्ष की आयु प्राप्त कर लेने तक (ख) कोई अविवाहित पुत्री, (4) कोई बालक जो किसी शारीरिक अथवा मानसिक अपसामान्यता या चोट के कारण शिथिलांग है तथा शिथिलांगता रहने तक बीमाकृत व्यक्ति के उपार्जनों पर पूर्णतः आश्रित है, (5) आश्रित माता-पिता, (ब्योरे हेतु क.रा.बी. अधिनियम, 1948 की धारा 2 के खंड 11 को देखें)।

"Family" means all or any of the following relatives of an Insured Person namely:-

(i) a spouse (ii) a minor legitimate or adopted child dependant upon the I.P.; (iii) a child who is wholly dependant on the earnings of the I.P. and who is (a) receiving education, till he or she attains the age of 21 years (b) an unmarried daughter; (iv) a child who is infirm by reason of any physcial or mental abnormality or injury and is wholly dependant on the earnings of the I.P. so long as the infirmity continues; (v) dependant parents (Please see Section 2 clause 11 of the ESI Act 1948 for details.

3 पहचान-पत्र अहस्तान्तरणीय है।
Identity Card is Non-Transferable.

4. पहचान-पत्र के गुम होने की स्थिति में नियोजक/शाखा प्रबंधक को तत्काल सूचित किया जाए।
Loss of Identity Card be reported to Employer/Branch Manager immediately.

5. किसी प्रकार की गलत सूचना देने की स्थिति में क.रा.बी. अधिनियम, 1948 की धारा-84 के तहत कानूनी कार्यवाही की जा सकती है।
Submission of false information attracts penal action Under Section 84 of ESI Act. 1948.

6. नई नियुक्ति की स्थिति में भली-भांति भरा हुआ यह फार्म नियुक्ति के दस दिन के भीतर संबंधित शाखा कार्यालय में अवश्य ही प्रस्तुत किया जाना चाहिए। विलम्ब की स्थिति में नियोजक के विरुद्ध धारा-85 के तहत कानूनी कार्यवाही की जा सकती है।
This form duly filled in must reach the concerned Branch Office within 10 days of appointment of an Employee. Delay attracts penal action under Section 85 of the Act, against employer.

7. बीमाकृत व्यक्ति होने के नाते आप व आपके परिवार के आश्रितजन चिकित्सा हितलाभ प्राप्त कर सकेंगे। अन्य नकद हितलाभ हैं, (1) बीमारी हितलाभ (2) अस्थायी अपंगता हितलाभ (3) स्थायी अपंगता हितलाभ (4) आश्रितजन हितलाभ (5) प्रसूति हितलाभ (महिला कर्मचारी के लिए)।
As an insured person you and your dependant family membes are entitled to full medical care. The other benefits in cash include (1) Sickness Benefit (2) Temporary Disablement benefit (3) Permanent disablement Benefit (4) Dependants benefit and (5) Maternity Benefit (in case of woman employees) subject of fulfillment of contributory cnditions.

8. अधिक जानकारी के लिये कृपया निगम के वेबसाइट को देंखें या शाखा कार्यालय या क्षेत्रीय कार्यालय से संपर्क करें।
For more details please contact website of ESIC at www. esic.org. in. or contact Regional Office or Branch Office.

केवल शाखा कार्यालय में प्रयोग हेतु
For Branch Office Use only

1. बीमा संख्या आवंटन की तारीख :
Date of allotment of Ins. No. :_____

2. अस्थायी पहचान पत्र जारी करने की तारीख :
Date of Issue of T.I.C. :_____

3. औषधालय का नाम/संख्या :
Name /No. of Dispensary : _____

4. क्या अन्योन्य चिकित्सा व्यवस्था उपलब्ध है? यदि हां, तो उल्लेख करें :
Whether reciprocal Medical arrangements involved. if yes, please indicate :

शाखा प्रबन्धक के हस्ताक्षर
Signature of Branch Manager

क्र.सं. Sl. No.	नाम Name	फार्म भरने की तारीख को आयु/जन्म-तारीख Date of Birth/Age as on date of filling form	कर्मचारी के साथ नातेदारी Relationship with the Employee	क्या उनके साथ रह रहे हैं? बताएं Whether residing with him/her.		यदि नहीं, तो आवास का स्थान दर्शाएं If' No, state Place of Residence	
				हाँ/Yes	नहीं/No	कस्बा/Town	राज्य/State
1	Anurag Arya Bhatt	18-08-1974	Father	Yes			
2	jaya A	10-04-1983	Mother	Yes			

eSigned using Aadhaar (Leegality.com - 01KDPY2X617PCWQZ625BHCJ48D)
Charanyan A
Date: Tue Dec 30 11:41:33 IST 2025

GREEN SCIENX™
SUBSTRATES | ANIMAL BEDDING | EROSION CONTROL | LAWN

Date: 28.03.2026

To
The Principal / Placement Officer,
Sree Saraswathi Thyagaraja College,
Palani Road, Pollachi,
Tamil Nadu - 642107

Subject: Letter of Intent for Student Engagement During Final Semester

Dear Sir/Madam,

We are pleased to inform you that we have selected the following students from your esteemed institution for engagement with our organization, Green ScienX:

1. Vaishnavi.T - B.Com A
2. Dhanalakshmi.S - B.Com A

They will be joining with us in the role of **Trainee Business Development Associate (Probation leading to employment)**, with an expected joining date of **30.3.2026**, and will be working during **9:00 AM to 5:30 PM (Monday to Saturday)** with the mentioned salary of **Rs. 9000/month**.

This engagement is intended to provide them with practical industry exposure alongside their academic curriculum.

We would like to assure you that their academic commitments will be given top priority. They will be permitted to attend:

- University examinations
- Internal assessments
- Project submissions
- Any other academic requirements

without any restriction from our side.

We request your kind approval and support in allowing the above-mentioned students to join our organization during their final semester.

Thank you for your cooperation.

Yours sincerely,

Name: Radhika G
Designation: Proprietor

GST No: 33GJLPR4071J1ZR
14/10-A, Mottaiyagoundanpatty, Vembarpatti, Dindigul 624308, Tamilnadu, India.
Tel: +91 73050 36947 & 45 | Email: siva@greenscienx.com | Web: www.greenscienx.com

4th Nov,2025

Subashini K
subashinikolamayilmurugan@gmail.com
Candidate Id: CN2026489

Dear Subashini K,

Further to our interactions with you, we are pleased to offer you a position at **FACE Prep** (a unit of Focus 4D Career Education Private Limited known as FACE) as **Program Mentor** in our **Campus Division.**

1. You will be governed by Terms & Conditions of employment and company policies of FACE Prep.
2. You will report **Mr.Ashok Kumar K (Senior Product Consultant)** or any one whom he may depute.
3. Your date of joining will be informed towards the end of your academic year. Your base location will be decided post completion of your offline training program.
4. You will join us for an **Initial Learning Training Program (ILTP)** from your date of joining until you successfully complete your academic commitments. You will be eligible for **Rs.15,000** stipend (per month) during the offline training program which will be held centrally in Coimbatore. The schedule for the same will be shared well in advance.
5. On successful completion of your academic commitments and ILTP your three-months probation will begin.
6. The probation period may be shortened based on your performance during the ILTP. Upon successful completion of the probation period, your CTC will be revised to **Rs.3,00,000 per annum**. The detailed break-up is provided in the Annexure. Upon clearing the NET/SET or related examination, your CTC will be revised to **Rs.4,00,000 per annum**.
7. The notice period for resignation or termination of employment will be aligned with the academic calendar of the university/college. An employee is required to serve the notice period such that their exit coincides with the end of the current academic semester. This is to ensure minimal disruption to ongoing academic activities and responsibilities.
8. You work timings willbe a pre-agreed time slot of 8.5 hours in duration per day. In case if you are required to work on a holiday due to business requirements, you will be entitled for a compensatory off.
9. You will not be eligible for any earned leaves during your probation period and upon successful completion of your probation you will be eligible for 1 day earned leave (EL) per month as per the EL policy and you will be eligible for second & fourth week off. You will also be eligible for 14 holidays as per the policy which will be prorated as per your date of joining.This standard arrangement may vary depending upon the internal policies of our partner institution to which you are being deployed.
10. You will have to submit the original copy of 10th, 12th and UG Degree certificate (or equivalent) along with the signed copy of this letter for verification which will be kept in our safe custody. Non-submission of these documents will be treated as non-acceptance of this offer.
11. You will have to use your own laptop.
12. This letter is a communication of an employment offer and is not a letter of appointment.Your letter of appointment will be issued after your joining. You are required to submit signed copy of this letter on date of joining. Non-submission of the same will be treated as non-acceptance of this offer.

Annexure I: Annual Compensation Break up			
Name	**Subashini K**	Position & Department	**Program Mentor**
#	**Compensation Head**		**Annual (in INR)**
1	Basic Pay		2,52,012
2	House Rent Allowance		47,988
	Total Fixed Pay		**3,00,000**
3	Gratuity		12,116
	Total Retirement Benefits		**12,116**
4	Medical Insurance Premium		1,783
5	Accidental Insurance Premium		590
	Total Other Benefits		**2,373**
	Total Cost to Company		**3,14,489**

Note:

1. *Performance Linked Pay (PLP) (Monthly/Quarterly)
- Performance Linked Pay will be paid out Monthly/Quarterly.
- Any Associate who has worked till the last working day of the period in consideration will receive this payout irrespective of the resignation date or lastworking date.
- For Sales Associates who have a target-based PLP(Monthly/Quarterly), the same will be paidout based on target achievement as on the Last Working Date of the Associate (The Payout will happen irrespective of the resignation date or lastworking date).

2. Indicative Value and Actual Payout Value
- The PLP or ARB mentioned in your Compensation Structure is an Indicative Value and refers to the maximum eligible PLP or ARB that you are entitled for.
- The Actual Payout Value depends on various factors including your individual performance, your team/unit performance and the over all company performance.

3. Insurance Details
- All associates will be covered under the company group accidental insurance policies for Life Cover(Rs.10,00,000)
- Full time associates will be eligible Medical Cover (Rs.2,00,000per annum).
- The premium details are mentioned above

4. Employees will be eligible for gratuity as per the Gratuity Act 1972 which mandates that an employee has to serve minimum of 5 years to be eligible for the same.

Thank you
Yours sincerely
Focus4–DCareerEducationPvtLtd.

Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

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

4th Nov,2025

Seran Easter Rani A
seraneasterrani@gmail.com
Candidate Id: CN2026483

Dear Seran Easter Rani A,

Further to our interactions with you, we are pleased to offer you a position at **FACE Prep** (a unit of Focus 4D Career Education Private Limited known as FACE) as **Program Mentor** in our **Campus Division.**

1. You will be governed by Terms & Conditions of employment and company policies of FACE Prep.
2. You will report **Mr.Ashok Kumar K (Senior Product Consultant)** or any one whom he may depute.
3. Your date of joining will be informed towards the end of your academic year. Your base location will be decided post completion of your offline training program.
4. You will join us for an **Initial Learning Training Program (ILTP)** from your date of joining until you successfully complete your academic commitments. You will be eligible for **Rs.15,000** stipend (per month) during the offline training program which will be held centrally in Coimbatore. The schedule for the same will be shared well in advance.
5. On successful completion of your academic commitments and ILTP your three-months probation will begin.
6. The probation period may be shortened based on your performance during the ILTP. Upon successful completion of the probation period, your CTC will be revised to **Rs.3,00,000 per annum**. The detailed break-up is provided in the Annexure. Upon clearing the NET/SET or related examination, your CTC will be revised to **Rs.4,00,000 per annum**.
7. The notice period for resignation or termination of employment will be aligned with the academic calendar of the university/college. An employee is required to serve the notice period such that their exit coincides with the end of the current academic semester. This is to ensure minimal disruption to ongoing academic activities and responsibilities.
8. You work timings will be a pre-agreed time slot of 8.5 hours in duration per day. In case if you are required to work on a holiday due to business requirements, you will be entitled for a compensatory off.
9. You will not be eligible for any earned leaves during your probation period and upon successful completion of your probation you will be eligible for 1 day earned leave (EL) per month as per the EL policy and you will be eligible for second & fourth week off. You will also be eligible for 14 holidays as per the policy which will be prorated as per your date of joining. This standard arrangement may vary depending upon the internal policies of our partner institution to which you are being deployed.
10. You will have to submit the original copy of 10th, 12th and UG Degree certificate (or equivalent) along with the signed copy of this letter for verification which will be kept in our safe custody. Non-submission of these documents will be treated as non-acceptance of this offer.
11. You will have to use your own laptop.
12. This letter is a communication of an employment offer and is not a letter of appointment. Your letter of appointment will be issued after your joining. You are required to submit signed copy of this letter on date of joining. Non-submission of the same will be treated as non-acceptance of this offer.

Annexure I: Annual Compensation Break up			
Name	**Seran Easter Rani A**	Position & Department	**Program Mentor**
#	**Compensation Head**		**Annual (in INR)**
1	Basic Pay		2,52,012
2	House Rent Allowance		47,988
	Total Fixed Pay		**3,00,000**
3	Gratuity		12,116
	Total Retirement Benefits		**12,116**
4	Medical Insurance Premium		1,783
5	Accidental Insurance Premium		590
	Total Other Benefits		**2,373**
	Total Cost to Company		**3,14,489**

Note:

1. *Performance Linked Pay (PLP) (Monthly/Quarterly)
- Performance Linked Pay will be paid out Monthly/Quarterly.
- Any Associate who has worked till the last working day of the period in consideration will receive this payout irrespective of the resignation date or last working date.
- For Sales Associates who have a target-based PLP(Monthly/Quarterly), the same will be paid out based on target achievement as on the Last Working Date of the Associate (The Payout will happen irrespective of the resignation date or last working date).

2. Indicative Value and Actual Payout Value
- The PLP or ARB mentioned in your Compensation Structure is an Indicative Value and refers to the maximum eligible PLP or ARB that you are entitled for.
- The Actual Payout Value depends on various factors including your individual performance, your team/unit performance and the overall company performance.

3. Insurance Details
- All associates will be covered under the company group accidental insurance policies for Life Cover (Rs.10,00,000)
- Full time associates will be eligible Medical Cover (Rs.2,00,000per annum).
- The premium details are mentioned above

4. Employees will be eligible for gratuity as per the Gratuity Act 1972 which mandates that an employee has to serve minimum of 5 years to be eligible for the same.

Thank you
Yours sincerely
Focus4–DCareerEducationPvtLtd.

Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

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

4th Nov,2025

Ramasubaranjani S R
ramasubaranjani@gmail.com
Candidate Id: CN2026488

Dear Ramasubaranjani S R,

Further to our interactions with you, we are pleased to offer you a position at **FACE Prep** (a unit of Focus 4D Career Education Private Limited known as FACE) as **Program Mentor** in our **Campus Division.**

1. You will be governed by Terms & Conditions of employment and company policies of FACE Prep.
2. You will report **Mr.Ashok Kumar K (Senior Product Consultant)** or any one whom he may depute.
3. Your date of joining will be informed towards the end of your academic year. Your base location will be decided post completion of your offline training program.
4. You will join us for an **Initial Learning Training Program (ILTP)** from your date of joining until you successfully complete your academic commitments. You will be eligible for **Rs.15,000** stipend (per month) during the offline training program which will be held centrally in Coimbatore. The schedule for the same will be shared well in advance.
5. On successful completion of your academic commitments and ILTP your three-months probation will begin.
6. The probation period may be shortened based on your performance during the ILTP. Upon successful completion of the probation period, your CTC will be revised to **Rs.3,00,000 per annum**. The detailed break-up is provided in the Annexure. Upon clearing the NET/SET or related examination, your CTC will be revised to **Rs.4,00,000 per annum**.
7. The notice period for resignation or termination of employment will be aligned with the academic calendar of the university/college. An employee is required to serve the notice period such that their exit coincides with the end of the current academic semester. This is to ensure minimal disruption to ongoing academic activities and responsibilities.
8. You work timings willbe a pre-agreed time slot of 8.5 hours in duration per day. In case if you are required to work on a holiday due to business requirements, you will be entitled for a compensatory off.
9. You will not be eligible for any earned leaves during your probation period and upon successful completion of your probation you will be eligible for 1 day earned leave (EL) per month as per the EL policy and you will be eligible for second & fourth week off. You will also be eligible for 14 holidays as per the policy which will be prorated as per your date of joining.This standard arrangement may vary depending upon the internal policies of our partner institution to which you are being deployed.
10. You will have to submit the original copy of 10th, 12th and UG Degree certificate (or equivalent) along with the signed copy of this letter for verification which will be kept in our safe custody. Non-submission of these documents will be treated as non-acceptance of this offer.
11. You will have to use your own laptop.
12. This letter is a communication of an employment offer and is not a letter of appointment.Your letter of appointment will be issued after your joining. You are required to submit signed copy of this letter on date of joining. Non-submission of the same will be treated as non-acceptance of this offer.

Annexure I: Annual Compensation Break up			
Name	**Ramasubaranjani S R**	Position & Department	**Program Mentor**
#	**Compensation Head**		**Annual (in INR)**
1	Basic Pay		2,52,012
2	House Rent Allowance		47,988
	Total Fixed Pay		**3,00,000**
3	Gratuity		12,116
	Total Retirement Benefits		**12,116**
4	Medical Insurance Premium		1,783
5	Accidental Insurance Premium		590
	Total Other Benefits		**2,373**
	Total Cost to Company		**3,14,489**

Note:

1. *Performance Linked Pay (PLP) (Monthly/Quarterly)

- Performance Linked Pay will be paid out Monthly/Quarterly.
- Any Associate who has worked till the last working day of the period in consideration will receive this payout irrespective of the resignation date or lastworking date.
- For Sales Associates who have a target-based PLP(Monthly/Quarterly), the same will be paidout based on target achievement as on the Last Working Date of the Associate (The Payout will happen irrespective of the resignation date or lastworking date).

2. Indicative Value and Actual Payout Value

- The PLP or ARB mentioned in your Compensation Structure is an Indicative Value and refers to the maximum eligible PLP or ARB that you are entitled for.
- The Actual Payout Value depends on various factors including your individual performance, your team/unit performance and the over all company performance.

3. Insurance Details

- All associates will be covered under the company group accidental insurance policies for Life Cover(Rs.10,00,000)
- Full time associates will be eligible Medical Cover (Rs.2,00,000per annum).
- The premium details are mentioned above

4. Employees will be eligible for gratuity as per the Gratuity Act 1972 which mandates that an employee has to serve minimum of 5 years to be eligible for the same.

Thank you
Yours sincerely
Focus4–DCareerEducationPvtLtd.

Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

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

3rd Nov,2025

Ms Athira P S
athirapsuresh0512@gmail.com
Candidate Id: CN2026504

Dear Athira P S,

Further to our interactions with you, we are pleased to offer you a position at **FACE Prep** (a unit of Focus 4D Career Education Private Limited known as FACE) as **Program Mentor** in our **Campus Division.**

1. You will be governed by Terms & Conditions of employment and company policies of FACE Prep.
2. You will report **Mr.Ashok Kumar K (Senior Product Consultant)**or any one whom he may depute.
3. Your date of joining will be informed shortly**.**Your base location will be decided post completion of your training program**.**
4. You will join us for an **Initial Learning Training Program (ILTP)** from your date of joining until your academic commitments are completed successfully. During this period you will be paid a stipend of **Rs.15,000**.
5. On successful completion of your academic commitments and ILTP your three-months probation will begin.
6. The probation period may be shortened based on your performance in the ILTP phase. Your CTC during probation will be **Rs. 3,00,000** per annum. On successful completion of your NET Exam, your CTC will be revised to **Rs. 4,00,000** per annum The break-up of the same is provided in Annexure.
7. The notice period for resignation or termination of employment will be aligned with the academic calendar of the university/college. An employee is required to serve the notice period such that their exit coincides with the end of the current academic semester. This ensures minimal disruption to ongoing academic activities and responsibilities.
8. You work timings willbe a pre-agreed time slot of 8.5 hours in duration per day. In case if you are required to work on a holiday due to business requirements, you will be entitled for a compensatory off.
9. You will not be eligible for any earned leaves during your probation period and upon successful completion of your probation you will be eligible for 1 day earned leave (EL) per month as per the EL policy and you will be eligible for second & fourth week off. You will also be eligible for 14 holidays as per the policy which will be prorated as per your date of joining.
10. You will have to submit the original copy of 10th, 12th and UG Degree certificate (or equivalent) along with the signed copy of this letter for verification which will be kept in our safe custody. Non-submission of these documents will be treated as non-acceptance of this offer.
11. You will have to use your own laptop.
12. This letter is a communication of an employment offer and is not a letter of appointment.Your letter of appointment will be issued after your joining. You are required to submit signed copy of this letter on date of joining. Non-submission of the same will be treated as non-acceptance of this offer.

Annexure I: Annual Compensation Break up			
Name	Athira P S R	Position & Department	**Program Mentor**
#	**Compensation Head**		**Annual (in INR)**
1	Basic Pay		2,52,012
2	House Rent Allowance		1,00,805
3	Medical Allowance		15,000
4	Conveyance Allowance		10,583
5	Provident Fund (Employer Contribution)		21,600
	Total Fixed Pay		**4,00,000**
7	Gratuity		12,116
	Total Retirement Benefits		**12,116**
8	Medical Insurance Premium		1,783
9	Accidental Insurance Premium		590
	Total Other Benefits		**2,373**
	Total Cost to Company		**4,14,489**

Note:

1. *Performance Linked Pay (PLP) (Monthly/Quarterly)

- Performance Linked Pay will be paid out Monthly/Quarterly.
- Any Associate who has worked till the last working day of the period in consideration will receive this payout irrespective of the resignation date or lastworking date.
- For Sales Associates who have a target-based PLP(Monthly/Quarterly), the same will be paidout based on target achievement as on the Last Working Date of the Associate (The Payout will happen irrespective of the resignation date or lastworking date).

2. Indicative Value and Actual Payout Value

- The PLP or ARB mentioned in your Compensation Structure is an Indicative Value and refers to the maximum eligible PLP or ARB that you are entitled for.
- The Actual Payout Value depends on various factors including your individual performance, your team/unit performance and the over all company performance.

3. Insurance Details

- All associates will be covered under the company group accidental insurance policies for Life Cover(Rs.10,00,000)
- Full time associates will be eligible Medical Cover (Rs.2,00,000per annum).
- The premium details are mentioned above

4. Employees will be eligible for gratuity as per the Gratuity Act 1972 which mandates that an employee has to serve minimum of 5 years to be eligible for the same.

Thank you
Yours sincerely
ForFocus4–DCareerEducationPvtLtd.

Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

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

3rd Nov,2025

Ancila A
ancila003@gmail.com
Candidate Id: CN2026495

Dear Ancila A,

Further to our interactions with you, we are pleased to offer you a position at **FACE Prep** (a unit of Focus 4D Career Education Private Limited known as FACE) as **Program Mentor** in our **Campus Division.**

1. You will be governed by Terms & Conditions of employment and company policies of FACE Prep.
2. You will report **Mr.Ashok Kumar K (Senior Product Consultant)** or any one whom he may depute.
3. Your date of joining will be informed towards the end of your academic year. Your base location will be decided post completion of your offline training program.
4. You will join us for an **Initial Learning Training Program (ILTP)** from your date of joining until you successfully complete your academic commitments. You will be eligible for **Rs.15,000** stipend (per month) during the offline training program which will be held centrally in Coimbatore. The schedule for the same will be shared well in advance.
5. On successful completion of your academic commitments and ILTP your three-months probation will begin.
6. The probation period may be shortened based on your performance during the ILTP. Upon successful completion of the probation period, your CTC will be revised to **Rs.3,00,000 per annum**. The detailed break-up is provided in the Annexure. Upon clearing the NET/SET or related examination, your CTC will be revised to **Rs.4,00,000 per annum**.
7. The notice period for resignation or termination of employment will be aligned with the academic calendar of the university/college. An employee is required to serve the notice period such that their exit coincides with the end of the current academic semester. This is to ensure minimal disruption to ongoing academic activities and responsibilities.
8. You work timings willbe a pre-agreed time slot of 8.5 hours in duration per day. In case if you are required to work on a holiday due to business requirements, you will be entitled for a compensatory off.
9. You will not be eligible for any earned leaves during your probation period and upon successful completion of your probation you will be eligible for 1 day earned leave (EL) per month as per the EL policy and you will be eligible for second & fourth week off. You will also be eligible for 14 holidays as per the policy which will be prorated as per your date of joining.This standard arrangement may vary depending upon the internal policies of our partner institution to which you are being deployed.
10. You will have to submit the original copy of 10th, 12th and UG Degree certificate (or equivalent) along with the signed copy of this letter for verification which will be kept in our safe custody. Non-submission of these documents will be treated as non-acceptance of this offer.
11. You will have to use your own laptop.
12. This letter is a communication of an employment offer and is not a letter of appointment.Your letter of appointment will be issued after your joining. You are required to submit signed copy of this letter on date of joining. Non-submission of the same will be treated as non-acceptance of this offer.

Annexure I: Annual Compensation Break up			
Name	**Ancila A**	Position & Department	**Program Mentor**
#	**Compensation Head**		**Annual (in INR)**
1	Basic Pay		2,52,012
2	House Rent Allowance		47,988
	Total Fixed Pay		**3,00,000**
3	Gratuity		12,116
	Total Retirement Benefits		**12,116**
4	Medical Insurance Premium		1,783
5	Accidental Insurance Premium		590
	Total Other Benefits		**2,373**
	Total Cost to Company		**3,14,489**

Note:

1. *Performance Linked Pay (PLP) (Monthly/Quarterly)
- Performance Linked Pay will be paid out Monthly/Quarterly.
- Any Associate who has worked till the last working day of the period in consideration will receive this payout irrespective of the resignation date or lastworking date.
- For Sales Associates who have a target-based PLP(Monthly/Quarterly), the same will be paidout based on target achievement as on the Last Working Date of the Associate (The Payout will happen irrespective of the resignation date or lastworking date).

2. Indicative Value and Actual Payout Value
- The PLP or ARB mentioned in your Compensation Structure is an Indicative Value and refers to the maximum eligible PLP or ARB that you are entitled for.
- The Actual Payout Value depends on various factors including your individual performance, your team/unit performance and the over all company performance.

3. Insurance Details
- All associates will be covered under the company group accidental insurance policies for Life Cover(Rs.10,00,000)
- Full time associates will be eligible Medical Cover (Rs.2,00,000per annum).
- The premium details are mentioned above

4. Employees will be eligible for gratuity as per the Gratuity Act 1972 which mandates that an employee has to serve minimum of 5 years to be eligible for the same.

Thank you
Yours sincerely
Focus4–DCareerEducationPvtLtd.

Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

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

Gmail

Search mail

99+

Mail

Compose

Inbox 1,147

Chat

Starred

Snoozed

Meet

Sent

Drafts 45

Categories

More

Labels

Dear Sir

Greetings from Craftsman Automation Limited, Coimbatore!!!

We are pleased to inform you that the internship performance of the following students has been found to be satisfacto
We hereby confirm that the following students have been selected for regular employment as Graduate Engineer Traine
Kindly proceed with the necessary formalities.

S. No	Name	Department	Roll Numb
1	Mr. Mohan. S	B.S.C. CS	23BCS057
2	Ms. Jagatha. S	B.S.C. CS	23BCS032

Thanks & Regards,

Senthil Kumar. M | +91-7094445577

Craftsman Automation Limited – Unit III | 123/4, Sangothipalayam Road | Arasur Post | Coim

From: senthilkumar_m
Sent: 18 November 2025 8:17 AM
To: 'siddiq@stc.ac.in' <siddiq@stc.ac.in>
Cc: mohan <mohan@craftsmanautomation.com>; dhandapani <dhandapani@craftsmanautomation.com>; nanthakum
sampath_r <sampath_r@craftsmanautomation.com>; vivekkumar_p <vivekkumar_p@craftsmanautomation.com>; dine

Reply Forward

Letter of Intent (LOI)

Date: February 20, 2026

Dear Shanmathi Vathana,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

1.This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant"**) and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for **GenC** role, and your designation will be **Analyst Trainee** . Upon final scrutiny, a formal full-time employment Offer letter with the compensation, terms and conditions, rules, regulations & policies ("**Employment Agreement** ") will be issued and such Employment Agreement shall be subject to and be effective only upon your successful completion of background verification.

2. Upon your successful completion of background verification, you would be onboarded as a full-time employee under a definitive Employment Agreement, where you should successfully complete the Cognizant identified training program / on the job training. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this LOI and full-time employment offer Letter.

3. Upon joining as full-time employee, your annual total remuneration (ATR) shall be **INR 2,80,000/- per annum.** The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

Note: The breakdown of earning components may not add up to the exact ATR value, and there could be a difference of plus or minus INR 6 due to rounding off the components.

4. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct: You shall comply with Cognizant's Core Values and Standards of Business Conduct, located at and incorporated herein by reference.https://www.cognizant.com/us/en/documents/code-of-ethics.pdf

5. This LOI from Cognizant is valid for **7 calendar days,** from the date of the LOI. Hence, you are requested to accept or decline the LOI within 7 calendar days from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

6. Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ('Personal Information') submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link.

Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
https://campus2cognizant.cognizant.com/Pages/Prelogin

GenC HR Team will reach out to you over email in the next few weeks to guide you on the next steps.

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Atul Sahgal

Senior Vice President - Talent Acquisition

Letter of Intent (LOI)

Date: February 20, 2026

Dear Kavya M,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

1.This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited (**"Cognizant"**) and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for **GenC** role, and your designation will be **Analyst Trainee** . Upon final scrutiny, a formal full-time employment Offer letter with the compensation, terms and conditions, rules, regulations & policies (**"Employment Agreement** ") will be issued and such Employment Agreement shall be subject to and be effective only upon your successful completion of background verification.

2. Upon your successful completion of background verification, you would be onboarded as a full-time employee under a definitive Employment Agreement, where you should successfully complete the Cognizant identified training program / on the job training. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this LOI and full-time employment offer Letter.

3. Upon joining as full-time employee, your annual total remuneration (ATR) shall be **INR 2,80,000/- per annum.** The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

Note: The breakdown of earning components may not add up to the exact ATR value, and there could be a difference of plus or minus INR 6 due to rounding off the components.

4. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct: You shall comply with Cognizant's Core Values and Standards of Business Conduct, located at and incorporated herein by reference.https://www.cognizant.com/us/en/documents/code-of-ethics.pdf

5. This LOI from Cognizant is valid for **7 calendar days,** from the date of the LOI. Hence, you are requested to accept or decline the LOI within 7 calendar days from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

6. Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ('Personal Information') submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link.

Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
https://campus2cognizant.cognizant.com/Pages/Prelogin

GenC HR Team will reach out to you over email in the next few weeks to guide you on the next steps.

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Atul Sahgal

Senior Vice President - Talent Acquisition

www.bhumi.ngo
contact@bhumi.ngo
3/2, Karpaga Vinayagar Kovil Street, Alandur, Chennai – 600016
044-43009443, 87544-1325

Bhumi
Change Today ...
Change Tomorrow

Confirmation of Selected Candidates – Bhumi Fellowship Cohort 2026

April 16, 2026

Greetings from Bhumi.

We would like to express our sincere gratitude for your support and collaboration in facilitating the campus engagement for the Bhumi Fellowship at **Sree Saraswathi Thyagaraja College.** We are pleased to inform you that the following candidates from your esteemed institution have been successfully selected for the Bhumi Fellowship Cohort 2026:

- Sowmiya V
- ALAN EJ
- Sanfiya B

Fellowship Terms & Conditions are as follows:

1. Bhumi Fellowship is a two-year, full-time fellowship, and you are expected to commit to the entire term to complete the Fellowship.

2. The placement location for fellows will be within Tamil Nadu.

3. **Attendance & Holidays:**
Fellows are required to maintain a minimum monthly attendance of 95%. They will follow the school holiday calendar, provided there are no fellowship-level trainings or activities scheduled. Fellows must communicate any planned leave in advance and obtain prior approval from their respective Programme Manager via email, unless informed otherwise. Saturdays shall be considered working days, subject to school and programme requirements.

4. **Fellowship Grant:**
Fellows will receive a monthly fellowship grant of INR 30,000(Thirty thousand only) for the duration of the fellowship. This grant is intended to support their active participation in the learning journey and cover incidental expenses related to the fellowship. The fellowship grant will be disbursed on or before the 10th day of each month.

The fellowship may be discontinued in accordance with Bhumi's separation policy.

5. **Confidentiality:**

Fellows are required to maintain strict confidentiality regarding all proprietary and sensitive information related to the organisation. This includes, but is not limited to, beneficiary and donor information, technical processes, financial data, and information related to volunteers, employees, beneficiaries,patrons, and partners. This obligation applies during and after the fellowship tenure.

6. **Confirmation Criteria:**
Final confirmation into the fellowship is contingent upon active participation in training sessions, continuous skill development, and positive engagement with peers. Consistent underperformance or lack of participation during residential or city-based training may impact confirmation and could lead to discontinuation from the programme.

7. **Conditional Offer:**
Selection into the fellowship is conditional and based on the information submitted during the application process. Bhumi reserves the right to verify all information and take appropriate action in cases of discrepancies or malpractices, including but not limited to falsification of information or non-disclosure of critical details such as medical conditions or criminal records.

We appreciate the opportunity to engage with your students and are grateful for your continued support in enabling young graduates to pursue impactful careers in education.

We look forward to strengthening our association with **Sree Saraswathi Thyagaraja College** in the future.
Thank you once again.

From Bhumi Fellowship

TEXMO
Borewell Submersibles
Single Phase Domestic Pumps
Single Phase Jet Pumps

AQUA GROUP

AQUASUB ENGINEERING

AQUATEX
Solar Pumping Systems
Openwell Submersibles
Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Ms.ELAKKIYA S S
B.Sc [CHEMISTRY]
Sree Saraswathi Thyagaraja College
Phone No : 9843428139
Mail Id : elakkiyasiva38@gmail.com

Dear Ms.ELAKKIYA S .S

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

Aqua Group comprises 12 manufacturing units, and we reserve the right to place you in any of them as per business requirements.

1.Training Period details

• Internship:

Your initial role will be Internship. This Internship will be closed on submission of Provisional Certificate or on 2026-12-31, whichever is earlier. The details of stipend paid during this internship is shown in below Table 1.

• Associate Trainee:

Upon successful completion of your examination and submission of your Provisional certificate, you will be converted into "Associate Trainee". You may be enrolled in BOAT Scheme to meet the statutory requirements of the organization. as per legal requirement. The Duration of this training period will be one year from the date of submission of your provisional certificate.

• Fixed Term Associate Trainee:

This position will be after completion of first year Associate Trainee. During this training period you will be getting increased stipend as shown in the table 2 below.

• Higher Education Linked Programme (HELP):

This program is for a period of 4-5 years as a earning while learning Program. It is detailed in Annexure - I

Stipend Details

Table 1: Internship

• A monthly stipend of Rs.14,300/- will be provided

Stipend Component	Amount	Remarks
Monthly Stipend during internship on working of 26 days/month basis	Rs. 14300/-	Paid monthly

TEXNO
Borewell Submersibles
Single Phase Domestic Pumps
Single Phase Jet Pumps

AQUA GROUP

AQUASUB ENGINEERING

AQUATEX
Solar Pumping Systems
Openwell Submersibles
Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Ms.SERAN EASTER RANI A
MSC [Maths]
Sree Saraswathi Thyagaraja College
Phone No : 9952806398
Mail Id : seraneasterrani@gmail.com

Dear Ms.SERAN EASTER RANI .A

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

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Single Phase Jet Pumps

AQUA GROUP

AQUASUB ENGINEERING

AQUATEX
Solar Pumping Systems
Openwell Submersibles
Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Ms.SANTHIYA S
B.Sc [CHEMISTRY]
Sree Saraswathi Thyagaraja College
Phone No : 8056731929
Mail Id : santhiyaselvaraj1929@gmail.com

Dear Ms.SANTHIYA .S

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

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AQUA GROUP

AQUASUB ENGINEERING

AQUATEX
Solar Pumping Systems
Openwell Submersibles
Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Mr.SABAREESHWARAN K
B.Sc [CHEMISTRY]
Sree Saraswathi Thyagaraja College
Phone No : 8925798924
Mail Id : sabareeshsabareesh03@gmail.com

Dear Mr.SABAREESHWARAN .K

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

Aqua Group comprises 12 manufacturing units, and we reserve the right to place you in any of them as per business requirements.

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Single Phase Jet Pumps

AQUA GROUP

AQUASUB ENGINEERING

AQUATEX
Solar Pumping Systems
Openwell Submersibles
Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Ms.RAMASUBARANJANI S R
MSC [Maths]
Sree Saraswathi Thyagaraja College
Phone No : 8754179628
Mail Id : ramasubaranjani@gmail.com

Dear Ms.RAMASUBARANJANI .S R

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

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AQUA GROUP

AQUASUB ENGINEERING

AQUATEX
Solar Pumping Systems
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Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Mr.BUVANESH R
B.Sc [CHEMISTRY]
Sree Saraswathi Thyagaraja College
Phone No : 9655148314
Mail Id : shankarbuvanesh31@gmail.com

Dear Mr.BUVANESH .R

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

Aqua Group comprises 12 manufacturing units, and we reserve the right to place you in any of them as per business requirements.

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AQUA GROUP

AQUASUB ENGINEERING

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Solar Pumping Systems
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Agricultural Monoblocks
Building Services Pumps

13 Feb 2026

To,

Mr.SANJAY K
B.Sc [CHEMISTRY]
Sree Saraswathi Thyagaraja College
Phone No : 9345706757
Mail Id : sansanjai849@gmail.com

Dear Mr.SANJAY .K

We are pleased to inform you that you have been selected for the Internship referring your college request letter dated 12-02-2026 .

Aqua Group comprises 12 manufacturing units, and we reserve the right to place you in any of them as per business requirements.

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

Mohammed sha M
Department: B.Sc. Computer Science
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

Dear,

We are happy to inform you that you have been short listed in our screening test Training in our incubation centre starts on **Year 2026.** On the date of joining we would explain you detail the schedules.

Note

- We do not charge for the complete training which takes **3 months**
- We don't charge for any interviews/placement activity conducted at our end.
- The training includes Full Stack, Data Analytics, Data Science, AI & Cloud
- No other programs are included in this training module.

Following rules to be followed for placement activities:

- You should have **90% attendance** in class room / practical session
- Should be **ready to relocate** to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given **assignments** in time. And give everyday **presentation**
- Bring this offer letter on the first day with all semester marks cards, 10th, 12th, UG, PG documents and any other Govt ID proof. (Xerox Copy)
- Our assistance focuses on roles such as **Software Test Engineer, Full Stack Developer, Cloud Computing Engineer, and Data Analyst / Data Scientist**, with a package ranging from **3 LPA to 5 LPA** (depending on the company's process and the student's performance).

Best Regards,

G M of Besant Technologies

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magesh.natarajan@besanttechnologies.com
www.besanttechnologies.com
Plot No. 119, No.8, 11th Main Rd,
Vijaya Nagar, Velachery, Chennai,
Tamil Nadu 600042

BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

Mohammed Nowfal
Department: B.Sc. Data Science
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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Tamil Nadu 600042

BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

K.Malathi
Department: B.Sc. Information Technology
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

Dear,

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ismail@besanttechnologies.com
magesh.natarajan@besanttechnologies.com
www.besanttechnologies.com
Plot No. 119, No.8, 11th Main Rd,
Vijaya Nagar, Velachery, Chennai,
Tamil Nadu 600042

Best Regards,

M. Mahamath

G M of Besant Technologies

BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

R.Kokila
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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BESANT CAMPUS CONNECT
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Besant Technologies

OFFER LETTER

To,

P. Keerthik varsha
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

Haseena R
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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We are happy to inform you that you have been short listed in our screening test Training in our incubation centre starts on **Year 2026.** On the date of joining we would explain you detail the schedules.

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BESANT CAMPUS CONNECT
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OFFER LETTER

To,

Dhivya P
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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Best Regards,

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

Dharshini R
Department: MCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

Dear,

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

DEEPIKA S
Department: B.Sc. Data Science
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

BATHMESH.S
Department: B.Sc.
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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Best Regards,

G M of Besant Technologies

+91-7550016337 / 7349140002
ismail@besanttechnologies.com
magesh.natarajan@besanttechnologies.com
www.besanttechnologies.com
Plot No. 119, No.8, 11th Main Rd,
Vijaya Nagar, Velachery, Chennai,
Tamil Nadu 600042

BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

AMAL K B
Department: B.Sc. Data Science
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

Dear,
We are happy to inform you that you have been short listed in our screening test Training in our incubation centre starts on **Year 2026.** On the date of joining we would explain you detail the schedules.

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

Adil Muhammed A
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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SOWNDHARYA.S PLACEMENT <sowndharya.s@stc.ac.in>

Fwd: Internship & Job Opportunities for STC College Students – ARGO-HYTOS Pvt. Ltd., Pollachi

2 messages

I.Siddiq MBA <siddiq@stc.ac.in> Tue, Mar 3, 2026 at 1:29 PM
To: "SOWNDHARYA.S PLACEMENT" <sowndharya.s@stc.ac.in>

Regards,

Dr. I. Siddiq
Director, School of Commerce
Sree Saraswathi Thyagaraja College
Palani Road,
Thippampatti Post,
Pollachi - 642 107
Coimbatore
Tamil Nadu
Mobile: +91 9788547633
Email: siddiq@stc.ac.in; siddiqibrahim1974@gmail.com

---------- Forwarded message ---------
From: **Anandkumar, A** <a.anandkumar@argo-hytos.com>
Date: Tue, Mar 3, 2026 at 11:38 AM
Subject: RE: Internship & Job Opportunities for STC College Students – ARGO-HYTOS Pvt. Ltd., Pollachi
To: siddiq@stc.ac.in <siddiq@stc.ac.in>
Cc: RM, Gobinaadhan <rm.gobinaadhan@argo-hytos.com>, Kumar, Senthil <s.kumar@argo-hytos.com>, Satheesh, S <s.satheesh@argo-hytos.com>, Chandran, Santhosh <c.santhosh@argo-hytos.com>, Rajasekaran, M <m.rajasekaran@argo-hytos.com>

Dear Mr. Siddiq,

Greetings from ARGO-HYTOS Family !

As discussed, following students from Sree Saraswathi Thyagaraja College, Pollachi, who attended the interview on 2nd March (Monday), have been shortlisted for internship training. They will undergo internship training for a period of three months, commencing immediately and continuing until 31st May 2026.

Sl. No	Name	Department	Reg. No
01	Siva Kozhundhu S	B.Com (Computer Applications)	23 BBC 098
02	Prince Vino J	B.Com (Computer Applications)	23 BBC 078
03	Yakesh KM	B.Com (Computer Applications)	23 BBC 127
04	Akash K	BBA	23 BBA 002
05	Aathish R K	BBA	23 BBA 001
06	Madhan Kumar A	BBA	23 BBA 037
07	Akshay KS	BBA	23 BBA 029
08	Vishnu Balakrishnan U	B.Sc (Computer Science)	23 BCS 128
09	Kavin A	B.Sc (Information Technology)	23 BIT 036

We kindly request you to issue the Bonafide Certificates for the selected students and complete the necessary formalities. We trust that you have no objection to the students being assigned to our shift rotation pattern.

Additionally, we request you to kindly arrange the next batch of 8 to 10 students for the above-mentioned internship program.

Thank you for your continued support.

ARGO HYTOS
A Voith Company

Anand Kumar A
AGM / Head - HR, IR & Admin.

ARGO-HYTOS PVT. LTD.
SF. No.82B/2B, 85/2,
Sandegoundanpalayam, Kovilpalayam Post,
Pollachi Taluk, Coimbatore District - 642 110,
Tamil Nadu, India.

CIN: U23300TZ2000PTC016464

Phone +91 4259 259254 /256
Mobile +91 7708110127
E-Mail a.anandkumar@argo-hytos.com
Internet www.argo-hytos.com

From: Anandkumar, A <a.anandkumar@argo-hytos.com>
Sent: 24 February 2026 12:04 PM
To: siddiq@stc.ac.in
Cc: RM, Gobinaadhan <rm.gobinaadhan@argo-hytos.com>; Kumar, Senthil <s.kumar@argo-hytos.com>; Satheesh, S <s.satheesh@argo-hytos.com>; Chandran, Santhosh <c.santhosh@argo-hytos.com>; Rajasekaran, M <m.rajasekaran@argo-hytos.com>
Subject: Internship & Job Opportunities for STC College Students – ARGO-HYTOS Pvt. Ltd., Pollachi

Dear **Mr. Siddiq, Placement Officer – STC College, Pollachi**

Greetings from **ARGO-HYTOS Pvt. Ltd., Pollachi.**

Pls. refer our earlier discussion, we are one of the leading German MNC into manufacturing and supplier of Hydraulic Filters, Fluid Management, and Measurement products like filters, valves, and power packs, serving industries such as mobile hydraulics agriculture and other Industrial applications. We have a state-of-the-art manufacturing plant near Kovilpalayam, Pollachi Main road, Coimbatore which is catering to the Indian OEMs as well as the global market since 2008.

We are pleased to inform you that our organization currently has a few **open positions in the Production and Warehouse departments** under Contract Employment. We would like to invite suitable candidates from your esteemed institution for the same. Students who have **completed / pursuing final year Degree** in any ARTS & SCIENCE discipline are eligible to apply.

In addition to full-time job opportunities, we are also happy to offer:

- **3 months Internship** for Final-year students
- **1 to 3 months In-plant Training (IPT)** for First and Second-year students

We request you to kindly share this information with your students and encourage interested candidates to apply immediately. We are confident that this collaboration will be mutually beneficial and support the career development of your students.

For further details or to coordinate the next steps, please feel free to contact us.

Thank you for your support and cooperation.

ARGO HYTOS
A Voith Company

Anand Kumar A
AGM / Head - HR, IR & Admin.

ARGO-HYTOS PVT. LTD.
SF. No.82B/2B, 85/2,
Sandegoundanpalayam, Kovilpalayam Post,
Pollachi Taluk, Coimbatore District - 642 110,
Tamil Nadu, India.

CIN: U23300TZ2000PTC016464

Phone +91 4259 259254 /256
Mobile +91 7708110127
E-Mail a.anandkumar@argo-hytos.com
Internet www.argo-hytos.com

SOWNDHARYA.S PLACEMENT <sowndharya.s@stc.ac.in> Tue, Mar 3, 2026 at 2:37 PM
To: SIVAKOZHUNDHU S BBC <23bbc098@stc.ac.in>

[Quoted text hidden]

BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

Varsha. R
Department: B.Sc. Computer Science
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

Dear,
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Best Regards,

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BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

M. Shanmathi
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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BESANT CAMPUS CONNECT
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Besant Technologies

OFFER LETTER

To,

Salma begam
Department: B.Sc. Computer Science
College Name: Sree Saraswathi Thyagaraja College

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BESANT CAMPUS CONNECT
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Besant Technologies

OFFER LETTER

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Sabarish.R
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

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Tamil Nadu 600042

Best Regards,

M. Mohamed Ismail

G M of Besant Technologies

BESANT CAMPUS CONNECT
A Unit of BDreamz Global Solutions

Besant Technologies

OFFER LETTER

To,

S R Ramasubaranjani
Department: M.Sc. Mathematics
College Name: Sree Saraswathi Thyagaraja College

To Whom It May Concern

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M. Mahboob

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OFFER LETTER

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RAHUL K
Department: BCA
College Name: Sree Saraswathi Thyagaraja College

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OFFER LETTER

To,

Priyaharini R
Department: B.Sc. Data Science
College Name: Sree Saraswathi Thyagaraja College

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BESANT CAMPUS CONNECT

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Besant Technologies

OFFER LETTER

To,

Nandhakumar S
Department: B.Sc. Computer Science
College Name: Sree Saraswathi Thyagaraja College

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