



Ucertify Training & Learning Pvt Ltd

Corporate office: -G-50, G Block, Sector 63, Noida, Chotpur, Uttar Pradesh 201301

Strictly Private & Confidential

February 27, 2020

Dear Aishwaya Saxena ,

Subject: Offer Letter for Employment

UCertify (the "Company") is pleased to offer you an opportunity for full-time employment in the position of **Management Trainee**.

You shall report to the **Functional Mentor** of the Company and are required to follow directions given by the person(s) occupying that position or as delegated.

This letter summarizes the key terms of the offer of employment. If you accept the offer, a formal employment agreement that will govern the terms and conditions of your employment will be sent to you (and will control in the event of any conflict with this offer letter) (the "Employment Agreement").

Your total all-inclusive gross annual compensation on a cost-to-company basis will be **INR 2,50,000/- (Rupees Two Lakhs Fifty Thousand)**, which shall include your basic salary and various allowances which may be claimed in compliance with and subject to limits under the applicable laws and the Company's policies and practices.

All payments by the Company shall be subject to statutory deductions and contributions. Any provident fund and/or pension fund contribution that the Company shall be required to make on your behalf shall be deducted from your salary. The detailed terms and conditions of your employment with the Company are set out in your employment agreement which you will need to execute upon commencement of employment.

You will be eligible for discretionary bonus and participation to the stock allocation rights program on successful completion of probation / training period. If you wish to accept our offer terms and conditions, please sign and return this letter within 3 days to the Company. This offer shall automatically lapse unless you confirm your acceptance of it and return a copy within the prescribed time. On your acceptance of this offer for employment and subject to successful completion of your background checks by the Company, you will be required to join on or before **Monday, June 08, 2020**.

Should you accept this offer, you are requested to provide the Company with copies of documents required for the background check including the following documents (unless already provided):

1. Two recent passport-sized photographs
2. Relevant educational certificates
3. Birth certificate
4. Copy of your PAN card
5. Father's name

Please treat this letter and its contents as strictly confidential and do not disclose the same to any person or entity, (except to your advisors, attorneys and accountants, for seeking their advice), without the Company's prior written consent. Your salary and benefits are confidential, and you should refrain from discussing it with other employees of the Company.

Yours sincerely,

Authorised Signatory

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly