



Offer Letter

Name: Arfeen Jahan

Date: April 19, 2022

Dear Arleen

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited ("Company"), on the following terms and conditions:

- 1. Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than July 13, 2022. Your work location would be Bangalore or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.
- 2. Term:** The term of this Agreement would be for a period of 1.5 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 12 of this Agreement.
- 3. Extension of Agreement:** In case of a business requirement, this agreement may be extended by another 2 weeks (over above the 1.5 months) as mentioned in Clause 2. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.
- 4. Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).
- 5. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of Teacher Trainee will be done with a compensation of 6.5 LPA for the role of Teacher Trainee. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

6. Department, Designation & Reporting Manager:

Department:	Education
Designation:	Teacher Trainee
Role Location:	Bangalore

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly

notice or on payment of 2 weeks (15 days) contracted amount in lieu of notice by the company and either party is not bound to give any reason thereof,
You will continue to be the probation until your services are confirmed for employment in writing. A separate letter shall be issued to your confirmation the same.

- **Appraisals:** Increments & Appraisals will not be automatic, but will be at the discretion of the management, and will depend on the periodic performance assessments.
- **Consequences of Breach of Terms:** The Company reserves the right to terminate employment of any employee for just cause at any time without notice and without payment in lieu of notice. The Company will be entitled to terminate your employment for any reason other than for just cause, upon providing to you such minimum notice as required by law.

In case you are absent for 3 consecutive days without prior or instant notice, company may take decision for your salary on hold and termination without any notice.

In case you will leave or resign from organization without any prior minimum required notice of 15 Days, company shall not liable to pay you're any pending dues.

Privacy: You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to and dissemination of employee personal information will be in accordance with privacy legislation.

It also includes all documents, agreements, sales charts, cost projections and analyses, pricing models. Financial and tax information, business, marketing and operational projections. Plans and opportunities, product information, designs identifications of customers. Vendors and suppliers customer vendor and distribution lists records and other books and records and relating to or concerning the Company.

- **Instructions**

At the time of joining, you are requested to bring along with your original and certified copies of the following certificates.

- a. Educational Documents (10th, 12th Graduation/PG), Address Proof, ID Proof, Experience/Relieving Letter of previous companies, Latest Salary Slip, 4 Recent passport size photographs, Cancel Cheque copy or Bank Statement (Existing account)

I accept the above terms and conditions, which form part of my assignment with Gente Consulting Pvt Ltd



For Gente Consulting Pvt Ltd

AUTHORIZED SIGNATORY

HR



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