



श्रद्धावान् लभते ज्ञानम्

# Heramba Chandra College

Affiliated to the University of Calcutta

NAAC Accredited 2016 (2<sup>nd</sup> Cycle)

THE FOLLOWING PORTION OF THE DOCUMENT CONTAINS –

## Document Index

Sl. No.	Description of the documents
1	List of outgoing students placed during the Academic Year 2020-21
2	Supporting documents of students placed during the Academic Year 2020-21

Principal  
Heramba Chandra College  
Kolkata-700 029



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## 1. List of outgoing students placed during the Academic Year 2021-22

Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR Per Annum)
2021-22	Akash Mondal	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700029	192000
2021-22	Abdul Mustak	BA in Political Science	2019	Working in CESC as a desk official	240000
2021-22	Abhik	BCOM	2019	BYJU campus@byjus.com	240000
2021-22	Debasjyoti Paul	BCOM	2020	Paul Tea House	240000
2021-22	Debayan Kundu	BSc in Economics	2020	Heu services pvt limited	240000
2021-22	Md. Nasim	BCOM	2020	Fusion Plot-Y9, Block-EP   Sector - V, Salt Lake   Kolkata, WB 700091 Desk: +91-8336900210/11	240000
2021-22	Rudrashees	BCOM	2020	Genpact 7001010849	240000
2021-22	Sonu Yadav	BCOM	2020	CEsc 13 BAC Street, Kolkata 72	240000
2021-22	Srestha	BCOM	2020	Genpact 7001010849	240000
2021-22	Subhajeet	BCOM	2020	Sunknowledge	240000



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2021-22	Triparna	BCOM	2020	Genpact 7001010849	240000
2021-22	Abhinaba Choudhury	BCOM	2020	Novabenefits Pvt Ltd Koramangla , Bangalore	1,50,000
2021-22	Aditi	BCOM	2020	LG Pinnacle Enterprise 9830997979	210000
2021-22	Amit Dhara	BCOM	2021	SR Global 46, BALAKA HOUSING SOCITY ROAD, JOKA, KOLKATA - 700104	180000
2021-22	Arghyadeep Naskar	BSc in Geography	2019	Mannapuram Finance	204000
2021-22	Arijit Naskar	BCOM	2021	SBI Card 9903981807	487140
2021-22	Arjobeer Poddar	BCOM	2021	SBI Card 9903981807	270000
2021-22	Arpan Das	BCOM	2021	SBI Card 9903981807	120000
2021-22	Ayantika Dey	BCOM	2021	BYJU'S, 2nd Floor, Tower D, IBC Knowledge Park, 4/1, Bannerghatta MainRoad, Bengaluru +91 9241333666	120000
2021-22	Bikramaditya Pandey	BCOM	2020	Ostore32/1 Gariahat Road, Kolkata 31	120000
2021-22	Bipul Kumar Ray	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700030	120000
2021-22	Chandim Bera	BCOM	2021	SBI Card 9903981807	120000
2021-22	Chandim Bera	BCOM	2021	Star Union Dai- ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	120000



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2021-22	Debangshu Das	BCOM	2020	EY Global Delivery Services India LLP 302 Eden House, Eden Park, Manikpur, Dumdum, Kolkata, West Bengal - 700079 Contact No: +91 7003960311	120000
2021-22	Debanjan sen	BCOM	2021	BYJU'S, 2nd Floor, Tower D, IBC Knowledge Park, 4/1, Bannerghatta Main Road, Bengaluru +91 9241333666	120000
2021-22	Debmalya Ganguly	BCOM	2021	Tata Consultancy Services Limited (TCSL)	180000
2021-22	Debojit Bhattacharjee	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700031	180000
2021-22	Debojit bhattacharjee	BCOM	2021	SBI Card 9903981807	180000
2021-22	Debojyoti Das	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	180000
2021-22	Debraj Mondal	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	180000
2021-22	Dipak Karmakar	BA in Political Science	2021	System executive IEEE pre-editing, Kolkata	180000



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2021-22	Dipanjn Mondal	BCOM	2021	SBI Card 9903981807	180000
2021-22	Dishanta Debnath	BCOM	2021	SBI Card 9903981807	180000
2021-22	Doel Paul	BA in Political Science	2020	Senior financial service manager in ICICI prudential, 37 Sripur Road kolkata: 700078	180000
2021-22	Farzeen Hasan	BCOM	2020	Yavanna Soft, Ambuja Ecostation, Saltlake, Kolkata 700091	180000
2021-22	Imran Ali	BCOM	2020	SBI Card 9903981807	180000
2021-22	Kiran Sing	BCOM	2020	Arpy Assets Pvt. Ltd. 3340446222 27 BTM Sarani Kolkata -700001	180000
2021-22	Kus Mukherjee	BCOM	2020	SBI Card 9903981807	180000
2021-22	Lina Napesha Khan	BCOM	2020	RT Network Solution Eco Centre, Suit no 0614, Block EM, Sector 5, saltlake, Kolkata 91	180000
2021-22	Mahima Chakraborty	BCOM	2020	Adamas University Barasat-Barackpore Road, Jagannath Pur, Kolkata 126	180000
2021-22	Mainak Chakraborty	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	180000
2021-22	Md Nasim	BCOM	2021	XPLORE TECH SERVICES PRIVATE LIMITED, Plot Y9, Block EP, Sector V, Salt Lake City, Kolkata-700091	180000
2021-22	Mihir Mondal	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt	180000



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				Lake City, Kolkata - 700064.	
2021-22	Namita Singh	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	180000
2021-22	Nilavo Biswas	BCOM	2021	SBI Card 9903981807	180000
2021-22	Piya Halder	BA in Education	2020	Head Hunters Placement(P) Ltd, 80D Raja Basanta Roy Road, Kolkata 700029	180000
2021-22	Pratim Roy	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700032	180000
2021-22	Pritam Dey	BA in Political Science	2019	Ganashakti, 74A AJC Bose Road Kolkata 700016	180000
2021-22	Priya Pandey	BCOM	2020	Zanini India Pvt. Ltd.	140000
2021-22	Pronay Kundu	BCOM	2021	BYJU'S, 2nd Floor, Tower D, IBC Knowledge Park, 4/1, Bannerghatta Main Road, Bengaluru +91 9241333666	140000
2021-22	Puja Gupta	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	140000



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2021-22	Pushan Bose	BCOM	2019	South Easter Railway SDRM Chakradharpur	140000
2021-22	Rahul Bagui	BCOM	2021	SBI Card 9903981807	140000
2021-22	Rahul Garg	BCOM	2021	BYJU'S, 2nd Floor, Tower D, IBC Knowledge Park, 4/1, Bannerghatta MainRoad, Bengaluru +91 9241333666	140000
2021-22	Rajdeep Ghosh	BCOM	2021	BYJU'S, 2nd Floor, Tower D, IBC Knowledge Park, 4/1, Bannerghatta MainRoad, Bengaluru +91 9241333666	140000
2021-22	RESHAYAL INTEKHAB	BCOM	2021	Star Union Dai- ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	140000
2021-22	Ritambhara Prachi	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700033	140000
2021-22	Ritika Sen	BCOM	2021	Star Union Dai- ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	140000
2021-22	Ritika Singh	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue,	140000



*Ransu*  
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				2nd Floor P.S: Gariahat Kolkata-700034	
2021-22	Rupayan Sardar	BSc in Geography	2020	Adamas University Barasat-Barackpore Road, Jagannath Pur, Kolkata 126	140000
2021-22	Sakhya De	BCOM	2020	LG Pinnacle Enterprise 14 A K Pal Road, Kolkata 34	144000
2021-22	Saptak Hazra	BCOM	2021	SBI Card 9903981807	144000
2021-22	Shibam Bose	BSc in Geography	2019	Harishankarpur BA FP School, Govt of West Bengal	144000
2021-22	Shivam Kr Singh	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700035	144000
2021-22	Shounak Chandra	BCOM	2019	NARAYAN MEMORIAL HOSPITAL	144000
2021-22	Shridisha Deb	BCOM	2021	Star Union Dai- ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Smriti Sinha	BCOM	2020	AXA Suzlon Pune	144000
2021-22	SNEHA ADITYA	BCOM	2021	Star Union Dai- ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Soumojit Saha	BCOM	2021	SBI Card 9903981807	144000



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2021-22	Soumyajeet Pal	BCOM	2021	SBI Card 9903981807	144000
2021-22	Sourav Mondal	BCOM	2021	SBI Card 9903981807	144000
2021-22	Sourav Mondal	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Souvik Pramanik	BCOM	2021	SBI Card 9903981807	144000
2021-22	Sreeja Bose	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Srestha Nandan	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Srijita Mondal	BCOM	2020	Suraksha Diagonistic 12/1 Premises Number 02-0327 D G Block Action Area 1D New Town Kolkata 156	144000
2021-22	Subha Bhattacharya	BCOM	2021	SBI Card 9903981807	144000
2021-22	Subhadip Midya	BCOM	2021	SBI Card 9903981807	144000
2021-22	Subhadip midya	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000



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2021-22	Subhadip Mirbahar	BCOM	2020	People for Animals, Kolkata(ASHARI) 2 Netaji Nagar, Mukundapur	144000
2021-22	Subhajit Dutta	BCOM	2020	Sunknowledge, 9th Floor, Plot L1, Block GP, Sector V, Salt Lake City, Kolkata 700091	144000
2021-22	Subham Paul	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Subhangi Paul	BCOM	2021	BYJU'S, 2nd Floor, Tower D, IBC Knowledge Park, 4/1, Bannerghatta Main Road, Bengaluru +91 9241333666	144000
2021-22	Subhojit Biswas	BCOM	2021	SBI Card 9903981807	144000
2021-22	Sudeshna Mukherjee	BCOM	2020	Protiviti India Member Private Limited, Gurgaon 122002	144000
2021-22	Sudipta Paul	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Sumita Singh	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Sunita Haldar	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30,	144000



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				Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	
2021-22	Supriyo chatterjee	BCOM	2021	SBI Card 9903981807	144000
2021-22	Suraj Mondal	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Susanta Giri	BCOM	2019	Antaurus Financial T/A Antaurus Business Solution	144000
2021-22	Taher Khan	BA in Political Science	2018-2019	Business Development Trainee BYJU's	144000
2021-22	Triasha Das	BCOM	2021	ICICI Prudential Life Insurance Co. Ltd Rituparna Ganguly Human Resources ICICI Prudential Life Insurance Co. Ltd 145, Rash Behari Avenue, 2nd Floor P.S: Gariahat Kolkata-700036	144000
2021-22	UTPAL PAUL	BCOM	2021	Star Union Dai-ichi Life Insurance. 4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.	144000
2021-22	Vivek Desa	BCOM	2020	Castle Liquors Pvt Ltd 170 AJC Bose Road, 3rd Floor, Kolkata 104	144000
2021-22	Zoia Ali	BCOM	2018	Indigo Global Business Park, Gurugram-122002	144000
2021-22	Priya Tiwari	BCOM	2020	Hello Verify India Private Limited, B-44, 1st Floor Sector 57, Noida 201301, Uttar Pradesh.	144000



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				INDIA. Tel.: +91 120 4629218	
2021- 22	Amit Kumar Samaddar	BA in History	2022	Executive Good Life Hospita,55/56Bhoo Samartha LayoutSeegehelli, Bengaluru 560049	144000



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# SR GLOBAL

Office Address:- 46, BALAKA HOUSING SOCIETY ROAD, JOKA, KOLKATA - 700104



GSTIN - : 19CFIPS9081Q1Z6 PAN No : CFIPS9081Q

State : West Bengal

State Code : 19

EMAIL : [raghunathsikder1988@gmail.com](mailto:raghunathsikder1988@gmail.com) Contact No : 7278472145

## ACCOUNTANT APPOINTMENT LETTER

TO

DATE : 15/02/2022

MR. AMIT DHARA

11, KAJIRCHAK

P.O – JOKA , P.S – HARIDEVPUR

KOLKATA - 700104

### SUBJECT : APPOINTMENT LETTER FOR ACCOUNTANT

Dear AMIT

We are very happy to announce that you have been appointed as a “ACCOUNTANT” in **SR GLOBAL** effective 15/02/2022

We welcome you to our company with warm wishes and we expect that you will work to your full potential to make the company meet its goals. Your work timing will be from Monday to Saturday. Salary in the company as a office staff will be Rs.8000/- which is negotiable .Before resigne the job you will give us notice period of 1 calendar month, either we pause your last month salary.

In case you have any query regarding the job have been appointed on , you can talk our seniors. We would like to congratulate you to get hired by our company and becoming a part of it. We wish you the best of luck in your job looking forward to years of success and fruitful cooperation.

YOURS SINCERELY.

FROM SR GLOBAL

( SR GLOBAL PROPRIETOR )

Principal  
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Kolkata-700 029

**NOVABENEFITS PRIVATE LIMITED**  
 No.571, Second Floor, Flat No.1, 1st Main  
 8th Block, Koramangala,  
 BANGALORE - 560 095



**Payslip for the month of : Mar-2022**

Employee Code	: NBE082	ESI No.	: N/A
Employee Name	: Abhinaba Chowdhary	PAN No.	: CHNPC1378M
Designation	: Customer Support Associate	Date Of Birth	: 26/10/2001
Department	: CX	Date Of Joining	: 01/12/2021
Grade	:	Pay Mode	: Bank Transfer
Location	: Bangalore	Bank	: Uco Bank
Cost Center	:	Bank A/c No	: 06610110058404
Bank	: Uco Bank	Worked Days	: 31.00
Standard Days	: 31.00	Aadhar No	: 704919885136
LOP Days	: 0.00		
UAN	: 101620538377		

Earnings	Standard Amount	Earned Amount	Deductions	Amount
Basic	10,113.00	10,113.00	Provident Fund	1,800.00
House Rent Allowance	4,045.00	4,045.00	Profession Tax	200.00
Special Allowance	11,125.00	11,125.00		
<b>Gross Earnings</b>	<b>25,283.00</b>	<b>25,283.00</b>	<b>Deductions</b>	<b>2,000.00</b>

**Net Payable :23,283.00**

**Amount in words : Rupees Twenty Three Thousand Two Hundred and Eighty Three only**

Tax Computation		Summary Tax details	
Total Income	1,04,582.00	Deductions U/s 80C	
Exemption U/S 10	0.00	80C-PF	7,200.00
Deduction U/S 16	50,800.00		
Chapter VIA	7,200.00		
Taxable Income	46,582.00		
Tax on total Income	0.00		
Tax Deducted so far	0.00		
Balance Tax Payable	0.00		
Tax for the month	0.00		

*(Signature)*

**Principal**  
**Heramba Chandra College**  
 Kolkata-700 029

Date: April 14, 2022

To,  
Amaan Ali  
9B, Nasiruddin Road,  
Kolkata - 700 017, West Bengal

Dear Amaan,

**Offer Letter for the post of Client Servicing Executive with Teknokraft Info Services LLP**

We are pleased to inform you that you have been selected for the position of 'Client Servicing Executive' under the following terms and conditions:

- This letter is an offer letter to confirm your appointment with Teknokraft Info Services LLP. The final Appointment Letter will be issued to you upon joining on April 18, 2022.
- Your date of joining will be April 18, 2022
- Your regular office hours will be from 10:30 AM to 7:30 PM Eastern Time (US & Canada), this timing will be adjusted through the course of the year to accommodate Eastern Standard Time and Eastern Daylight Savings Time
- Your regular office hours may be subject to change depending on the hours of operations of the client(s) you support; this may result in either starting the office a little earlier or a little later than the timing indicated above. In case the office start timing is required to be adjusted, the office end timing will also be adjusted accordingly
- You will be required to follow the Canadian Holiday Calendar

Your **Roles and Responsibilities** during the tenure of your services with Teknokraft Info Services LLP will be guided / governed by the roles and responsibilities specified under the contract and transition sign-off document that our onshore partners, Teknokraft Canada Inc. enter into with their clients. However, some of the high-level roles and responsibilities, subject to customization as per the contract/transition sign-off document between Teknokraft Canada Inc and their clients, would be as follows:

- Receive incoming calls and making outbound calls
- Prepare presentation materials, forms, letters, etc., utilizing layout, formatting and keyboarding skills using computer
- Operate computers utilizing a variety of software packages (e.g., Microsoft Word, Excel, PowerPoint, Access, etc.)
- Draft standard letters and memoranda, maintain files, print and distribute materials, photocopy documents and send facsimiles
- Coordinate meeting room bookings and special requirements for meetings; attend online meetings, take and transcribe minutes as required
- Human resource services
- Any other roles as may be required by the company or its clients
- Meeting monthly targets and sales revenue
- Work with close coordination with other Team members
- Capable in making cold calls, inbound inquires and providing optimal solution to the queries
- Open to new campaign, challenges and learns within the organization
- Ensure timely delivery of the projects and timely receipt of payments



**Principal**  
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**Kolkata-700 029**



Date: April 01, 2022

To,  
Anam Ehtesham  
2W, Cantopher Lane,  
Kolkata - 700 014, West Bengal

Dear Anam,

**Offer Letter for the post of Client Servicing Executive with Teknokraft Info Services LLP**

We are pleased to inform you that you have been selected for the position of 'Client Servicing Executive' under the following terms and conditions:

- This letter is an offer letter to confirm your appointment with Teknokraft Info Services LLP. The final Appointment Letter will be issued to you upon joining on April 04, 2022.
- Your date of joining will be April 04, 2022
- Your regular office hours will be from 10:30 AM to 7:30 PM Eastern Standard Time, this timing will be adjusted through the course of the year to accommodate Eastern Standard Time and Eastern Daylight Savings Time
- Your regular office hours may be subject to change depending on the hours of operations of the client(s) you support; this may result in either starting the office a little earlier or a little later than the timing indicated above. In case the office start timing is required to be adjusted, the office end timing will also be adjusted accordingly
- You will be required to follow the Canadian Holiday Calendar

Your **Roles and Responsibilities** during the tenure of your services with Teknokraft Info Services LLP will be guided / governed by the roles and responsibilities specified under the contract and transition sign-off document that our onshore partners, Teknokraft Canada Inc. enter into with their clients. However, some of the high-level roles and responsibilities, subject to customization as per the contract/transition sign-off document between Teknokraft Canada Inc and their clients, would be as follows:

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- Human resource services
- Any other roles as may be required by the company or its clients
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- Work with close coordination with other Team members
- Capable in making cold calls, inbound inquires and providing optimal solution to the queries
- Open to new campaign, challenges and learns within the organization
- Ensure timely delivery of the projects and timely receipt of payments

**Reminder for qualification verification of Anwesh Nag 3388442**

1 message

IDfy &lt;edu\_checks@email.idfy.in&gt;

Tue, Mar 9, 2021 at 11:12 AM

Reply-To: IDfy &lt;edu\_checks@email.idfy.in&gt;

To: office@herambachandracollege.ac.in, teacherhcc@gmail.com, pranjayp@gmail.com, ghosh.jayanta1960@gmail.com, sharmisthadg7@gmail.com, placementhcc@gmail.com

Dear Team,

My apologies for bothering you again during these difficult times but this is regarding Anwesh Nag's job confirmation which is pending because of the background verification being incomplete.

Would it be possible for you to look through your records and confirm some details for us.

***If all the information below is correct, please reply to this email with a Yes.***

Qualification Information			
	Facts	Information provided by Candidate	Verifier Comments
1	Name of the Candidate	Anwesh Nag	
2	Degree Name	BCom	
3	Specialization	General	
4	Roll Number	1043-66-0020	
5	Grade/CGPA/Percentage/Final Marks	580	
6	Date of Passing	Sep, 2017	
7	Additional Comments		
8	Name and designation of the verifier		

Please feel free to contact me or my team at +912249147700 in case that makes it easier.

IDfy is a leading fraud detection platform used by over 200+ companies across the world. We conduct verifications of over 3 million profiles a month.

To know more about IDfy you can check our website [www.idfy.com](http://www.idfy.com)

**PS:** We are operating remotely, but solving today's unique problems using technology like live video for address verifications and so on. If you want to find out how you can keep your BGV going even during these tough times then please do contact us on [www.idfy.com](http://www.idfy.com)

Thank you. Please be safe.

**Tanya**

**IDfy (Baldor Technologies PVT. LTD.)**

**ISO 9001:2015 and ISO 27001:2013 certified.**

**Regd Office: Office 4-F, Rushabh Chambers, Plot No. 609, Off Makwana Road, Marol Naka, Andheri East, Mumbai 400059**

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**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



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4840K

*Prasanna*

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**Kolkata-700 029**



**SERVICE RECORD**

1. Name of the Establishment : **MANAPPURAM FINANCE LIMITED**

2. Name of the Employee : **ARGHYADEEP NASKAR**

3. Name of the Father/Husband : **ASHOKE KUMAR NASKAR**

4. Age : **26**

5. Full Residential Address : **66 KALIKAPUR MAIN ROAD MUKUNDAPUR**

6. Sex : **MALE**

7. Date of entry into service : **23-Sep-2021**

## 8. Category / Designation

Designation	From Date	To Date
JR. ASST.	23-Sep-2021	31-May-2022
JR. ASST.	01-Jun-2022	13-Nov-2022
SR. ASST.	14-Nov-2022	31-Dec-2022
SR. ASST.	01-Jan-2023	13-Nov-2023
SR. ASST.	14-Nov-2023	22-Feb-2024

9. Pay	*VDA	Other emoluments
7643.00	23-Sep-2021	31-May-2022
8407.00	01-Jun-2022	13-Nov-2022
10175.00	14-Nov-2022	31-Dec-2022
10500.00	01-Jan-2023	13-Nov-2023
11550.00	14-Nov-2023	22-Feb-2024

10. Date of Retrenchment / Discharge / Dismissal / Retirement / Resignation :


11. Signature of the Employee

12. Signature of the Employer

13. Countersignature of the Inspector

Note:- Whenever there is in change in Designation and wages, the changes shall be noted in columns 8 and 9 respectively with the date of such changes

\*VDA paid is based on data provided by Dept. of Economics & Statistics based on CPI prevailing during the period.

  
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**Kolkata-700 029**



EY Global Delivery Services India LLP  
3rd Floor, Tower 'C',  
RMZ Infinity, Old Madras Road,  
Benniganahalli, K.R. Puram,  
Bangalore - 560016  
Karnataka, India

Tel: +91 080 6681 3000  
Fax: +91 080 6681 3334  
ey.com

09 March, 2022

**Mr Avijit Dutta**  
**26/3, SAHAPUR COLONY ,**  
**NEW ALIPORE NEW ALIPORE Army Camp,**  
**Kolkatta ,**  
**West Bengal - 700053**

Contact No: 7980226354  
Email: avijit\_dutta-f20@bsim.ac.in

Dear Avijit,

**Subject: Appointment in the position of  
Senior Analyst**

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in "EY Global Delivery Services India LLP" (the "Firm") subject to the following terms and conditions:

Please note that this offer letter and your employment with the Firm will only be effective upon your successful completion of the educational qualification set by the Firm for this role ("Educational Qualification"). The Educational Qualification shall be commensurate to or above of the program/course which you are enrolled into, currently with the university. You are required to meet the Educational Qualification and any other condition/s as may be prescribed during the campus placement program by the Firm on or before June 2022. In the event, you have failed to meet the aforesaid prerequisites and obtain the required Educational Qualification on or before June 2022 this offer letter or your employment with the Firm will be terminated with immediate effect, at the sole discretion of the Firm.

#### 1. POSITION:

You will be appointed in the position of **Senior Analyst** in Strategy and Transactions in the Firm. Your Rank will be 42. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at Gurgaon office.

#### 2. DUTIES AND CODE OF CONDUCT:

- a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
- b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
- c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters

EY Global Delivery Services India Private Limited, (A private limited company with registration no. U74999KA2016PTC093751) converted into EY Global Delivery Services India LLP (a limited liability partnership with LLP Identity Nr. XXXXXXXXXX November, 2017. Regd. Office: 3rd floor, Tower 'C', RMZ Infinity, Old Madras Road, Benniganahalli, K R I

**This file is signed using Digital Signature.**

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**Kolkata-700 029**



**Bikramaditya Pandey**  
32/1F Gariahat Road South,  
Amrita Apartment  
Kolkata – 700 031  
West Bengal

21<sup>st</sup> December 2021

Dear Bikramaditya Pandey,

This is in reference to your appointment as a Trainee at Ostore, Selimpur Branch effective from 13<sup>th</sup> April-2021.

Effective from 1<sup>st</sup> January-2022 you are re-designated as a Sales Executive and your remuneration, subject to deduction of tax, has been revised as follows:

1. Basic Salary ... .. Rs. 12,000 p.m.
2. Performance Incentive (P.I.) of a maximum of Rs. 5,000 p.m., on fulfilling the following condition: -
  - P.I. of Rs. 3,000 p.m., on achieving a Billing of Rs. 2,00,000 in the respective month.
  - Additional P.I. of Rs. 1,000 p.m., on additional Billing of Rs. 50,000 in the said month, and
  - Additional P.I. of Rs. 1,000 p.m., on further additional Billing of Rs. 50,000 in the said month.

There will be no apportioning of Performance Incentive in case Billing target amount stated above is not met. There won't be any Carry Forward of Billing amount to the next month on achieving the overall Billing Target of Rs. 3,00,000. Verification of Billing amount will be done by the undersigned and shall be final.

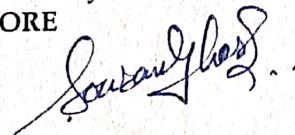
It is imperative that for achieving the Billing targets, extensive Sale Calls have to be made from your side to various Private and Public Institutions, for which adequate support and assistance will be provided.

All other terms barring the Remuneration clause, stated in the Appointment letter dated 13<sup>th</sup> April-2021 remains unchanged and applicable.

Please return the enclosed copy of this letter duly signed.

Thanking you.

Yours faithfully,  
For OSTORE



**SOURAV GHOSH**  
MARKETING ADVISOR & ADMINISTRATOR

ACCEPTED

*Bikramaditya Pandey*

**Bikramaditya Pandey**



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**Heramba Chandra College**  
Kolkata-700 029

**Round 3 PI- Student Success Specialist**

1 message

Shagufa Neyaz &lt;shagufa.neyaz@byjus.com&gt;

To: HCC College &lt;placementhcc@gmail.com&gt;

Cc: subhu9189@gmail.com, debanjanbsen12@gmail.com, dey.ayantika2013@gmail.com

Tue, Jul 13, 2021 at 6:51 PM



Dear Candidate

Greetings from BYJU'S!

Based on multiple rounds of evaluation, the shortlisted students from PI Round will have a final round of recruitment process. The session will include you to prepare an informative presentation and showcase the intent you possess in grabbing the opportunity to create an everlasting impact. The guidelines and instructions to be followed are mentioned below. All the best.

- **Microsoft PowerPoint** will be the medium of presentation.
- Select any one topic from the list and prepare.
- Total duration of the presentation should not exceed **6 minutes (Introduction & Body)**
- **Introduction** : should not exceed **2 minutes** (include understanding of the company and profile)
- **Body** : should not exceed **4 minutes** (include any one topic from the given list and conclusion)
- Slides to be used for presentation should be between 5-8.



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List of Topics (choose any one)
1. Learning or Earning ?
2. Need for user experience team
3. Stress management in the professional ecosystem
4. Leadership and team work importance
5. Networking
6. Time management
7. Importance of speaking or listening
8. Professional etiquettes
9. Professional Loyalty
10. Hard Work vs Smart Work ?

Date of Presentation: **14th July 2021**

Please keep the PPT ready with you by 9 AM on 14th July 2021.

**Shortlisted students are:**

Subhangi Paul	Pronay Kundu
Debanjan sen	Rajdeep Ghosh
Ayantika Dey	Rahul Garg

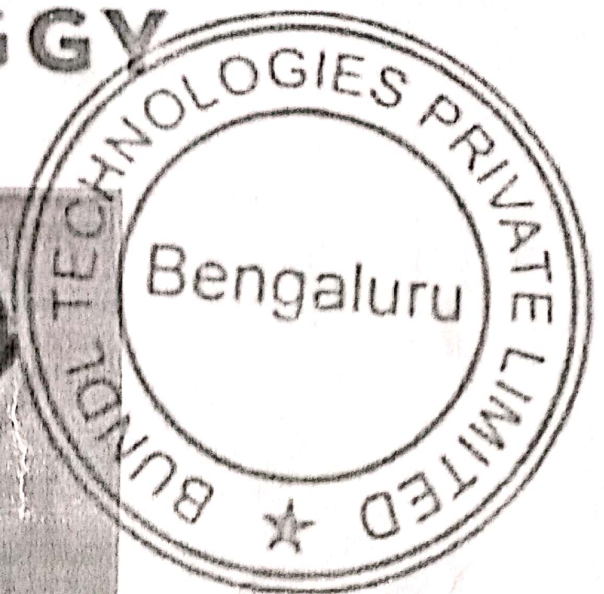
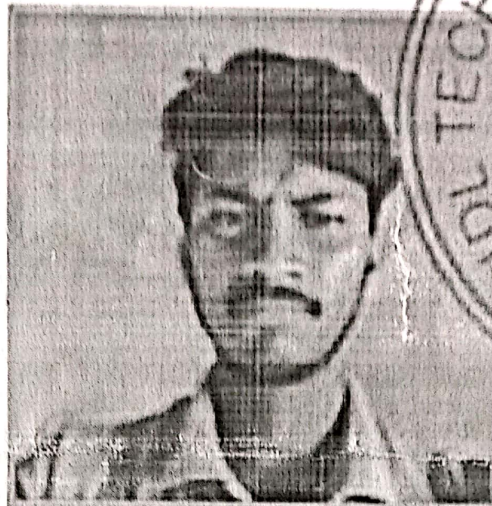
Please consider the environment before printing this mail

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**Chayan haldar**

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Valid Location : Kolkata  
Govt. Photo ID (Pan) : BIHPH1133H  
Emergency No :

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Kolkata-700 029**



EY Global Delivery Services India LLP  
3rd Floor, Tower 'C',  
RMZ Infinity, Old Madras Road,  
Benniganahalli, K.R. Puram,  
Bangalore - 560016  
Karnataka , India

Tel: +91 080 6681 3000  
Fax: +91 080 6681 3334  
ey.com

15 July, 2021

**Mr Debangshu Das**  
**302 Eden House, Eden Park,,**  
**Manikpur, Dumdum,**  
**Kolkata,**  
**West Bengal - 700079**

**Contact No: +91 7003960311**  
**Email: debdas611@gmail.com**

Dear **Debangshu**,

**Subject: Appointment in the position of  
Associate**

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that this offer letter and your employment with the Firm will only be effective upon your successful completion of the educational qualification set by the Firm for this role ("Educational Qualification"). The Educational Qualification shall be commensurate to or above of the program/course which you are enrolled into, currently with the university. You are required to meet the Educational Qualification and any other condition/s as may be prescribed during the campus placement program by the Firm on or before September 2021

In the event, you have failed to meet the aforesaid prerequisites and obtain the required Educational Qualification on or before September 2021 this offer letter or your employment with the Firm will be terminated with immediate effect, at the sole discretion of the Firm.

**1. POSITION:**

You will be appointed in the position of **Associate** in Assurance in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Kolkata** office.

**2. DUTIES AND CODE OF CONDUCT:**

- a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
- b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
- c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm through Firm newsletters and webcasts or other written means), including

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**Kolkata-700 029**





relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

### 3. WORKING HOURS:

Your standard working hours will be 45 hours a week. Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

### 4. DATE OF JOINING:

As per our discussion your date of joining will be **16 August, 2021**

Your initial work location will be Smart Work Business Centre Pvt Ltd, Level 6, Victoria Park, Block GN, Plot No 37/2, Sector V, Salt Lake, Kolkata-700091, West Bengal, India.

Given the current situation, you will be onboarded virtually and can work remotely till you are specifically advised to report to a GDS facility by your counsellor or your Service Line Operations team.

### 5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance. During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm. Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

### 6. ANNUAL FIXED COMPENSATION:


You shall be paid an annual fixed compensation of **INR 3,61,905/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

### 7. TRANSFERABILITY:

Your initial place of posting will be Kolkata. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm.

### 8. CONFIDENTIALITY:

- a. Compensation: You shall at all times keep the details of your compensation at the Firm strictly confidential, and shall not disclose such details to the Firm.

  
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**Kolkata-700 029**



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20195069996/Kolkata/BPS/BTN**  
**Date: 16/09/2021**

Mr. Debmalya Gangopadhyay  
Lp-14/3/9  
North Jagtala  
Bom'S Shoe Shop  
South Parganas Dakshin-700141  
West Bengal  
Tel# 91-9748611954

Dear Mr. Debmalya Gangopadhyay,

**Sub: Letter of Offer and Terms of Traineeship**

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.


After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Infospace Bldg, Unitech Hi-tech Structures Ltd., IT/ITES SEZ, Block-A, 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> Floor  
Tower A1, Tower A11 & Tower A111, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1  
New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121  
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

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**Kolkata-700 029**

## 1. Health Insurance Scheme



### OTHER BENEFITS

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

- a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.
- b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.
- c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

\*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail. For further details, please refer to the policy document

### 2. Professional Memberships:

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

### 3. Social Security - Employees' State Insurance:

The company will contribute 4.75% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

### 4. Compensation Benefits under ESI Act / Employees' Compensation Act:

Till you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of Traineeship, from Employees' State Insurance Corporation.

When you will be out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of Traineeship as per the Employee Compensation Act (Amendment Act of 2017) or the benefits under the Company's Group Term Life Insurance scheme / Personal accident insurance scheme as the case may be, whichever is more beneficial. For more details on this, refer TCS India policy - Group Life Insurance and TCS India policy - Health Insurance.

### 5. Night Shift Stipend:

Trainees assigned to night shifts for training would be eligible for a Night Shift S the company policy.

A handwritten signature in blue ink, appearing to read 'R. Sankar'.

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**Kolkata-700 029**

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## **6. Process Specific Stipend:**

Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

## **TERMS OF TRAINEESHIP**

### **1. Traineeship Pre-requisites**

Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/ revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

### **2. Traineeship Period:**

During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

### **3. Hours of Training:**

You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

### **4. Leave:**

You will be entitled for leaves as per the company's policy.

### **5. Transport:**

TCS BPS provides company transport facility within a pre-defined radius for company transport policy. TCS employees living beyond these boundaries will have to make their own arrangements and the routes are predetermined and not permitted to be varied. The company will make appropriate provisions for those working in night shift as permitted by law/policy.

A handwritten signature in blue ink, appearing to read 'Heramba Chandra'.

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**Heramba Chandra College**  
**Kolkata-700 029**

## 6. Alternative Occupation / Traineeship:

During the period of your traineeship at TCSL, you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited  
Infospace Bldg, Unitech Hi-tech Structures Ltd., IT/ITES SEZ, Block-A, 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> Floor  
Tower A1, Tower A11 & Tower A111, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1  
New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121  
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

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permission of the company.

## 7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

## 8. TATA Code of Conduct:

You are required to sign the TATA Code of Conduct and follow the same in your day to day conduct as a trainee of TCSL.

## 9. Notice Period:

You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

## 10. Medical Test:

You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute's photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and further employment (if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.


Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

## 11. Background Check:

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background check completed within one month of joining. If the background checks are unfavorable declarations, your traineeship will be discontinued without any notice.

## 12. Submission of Documents:

At the time of your joining traineeship, photocopy of the following documents shall be submitted along with the original copies for verification.

  
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**Heramba Chandra College**  
**Kolkata-700 029**



- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.

**TATA CONSULTANCY SERVICES**  
 Tata Consultancy Services Limited  
 Infospace Bldg, Unitech Hi-tech Structures Ltd., IT/ITES SEZ, Block-A, 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> Floor  
 Tower A1, Tower A11 & Tower A111, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1  
 New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121  
 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

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**13. Initial Learning Programme (ILP)**

On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

**14. Letter of Appointment**

Your will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

**15. Personal Data Processing:**

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

As TCS is a global company, your PI may be shared with entities outside India, above and/or in this offer letter.

In case of overseas deputation, available privacy rights would be governed as per TCS policies/notice provided applicable at your overseas location.

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**Heramba Chandra College**  
 Kolkata-700 029

**16. Terms and conditions:**

The above terms and conditions of traineeship are specific to your traineeship period in India.

**17. Rules and Regulations of the Company:**

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

**18. Compliance to all clauses:**

You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle TCSL in withdrawing this letter of traineeship at its sole discretion.

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited  
Infospace Bldg, Unitech Hi-tech Structures Ltd., IT/ITES SEZ, Block-A, 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> Floor  
Tower A1, Tower AII & Tower AIII, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1  
New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121  
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

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**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL .

We look forward to having you in our global team.

Yours Sincerely,



For **Tata Consultancy Services Limited.**

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP

Encl: Annexure 1: Acceptance  
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms

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Kolkata-700 029



## **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Infospace Bldg, Unitech Hi-tech Structures Ltd., IT/ITES SEZ, Block-A, 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> Floor  
Tower A1, Tower AII & Tower AIII, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1  
New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121  
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

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### **ANNEXURE 1**

#### **For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20195069996/Kolkata/BPS/BTN** on 20/09/2021 (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature: Debmalya Gangopadhyay

Name: Debmalya Gangopadhyay

A handwritten signature in black ink, appearing to read 'Debmalya Gangopadhyay', written in a cursive style.

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**Kolkata-700 029**



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## **Annexure 2**

**Confidentiality, Data and Intellectual Property**

**Protection Terms 1. Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information subsidiaries as applicable (Collectively termed as TCS) (including for avoidance Information of its Clients) that comes into the possession or know of the Associ

(a) Any and all information processing programs, software, properties, items nature whatsoever or any parts thereof, additions thereto and materials relat any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's

  
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**Kolkata-700 029**

association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by



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TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Assoc intellectual property rights.



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**Kolkata-700 029**

## 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he Confidential Information of TCS and that such Confidential Information is of and is vital to the continued success of TCS's business. Associate further associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential

Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

## 5. Use of third party material

Associate expressly agrees that Associate shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

a) use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

## 6. Security policies and Guidelines.

6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,



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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients. Associate undertake that he/she will:

(a) process the Personal Data and Information only on behalf of TCS, its Affiliat and only on and in accordance with instructions received from the data controll

(b) abide by such technical and organizational measures necessary to prevent i destruction or accidental loss, alteration, un-authorized disclosure or access to



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**Kolkata-700 029**

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

## 7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

## 8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

## 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat



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thereof, TCS shall without prejudice to any other remedies available to it, be entitled to the relief of specific performance and injunctive relief, in addition to law.

## 10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the law of India.



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**Kolkata-700 029**



(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or any claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality, Data and IP Protection Terms along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

**Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.**

This is to confirm that I have received the Letter of Offer on 20/09/2021 .

I hereby accept this Offer and intend to join service on 20/09/2021.

Name: Debmalya Gangopadhyay


Address: Lp-14/3/9 ,North Jagtala ,Bom'S Shoe Shop, South Parganas Dakshin-700141, West Bengal

Signature: Debmalya Gangopadhyay

Date: 20/09/2021



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**Kolkata-700 029**



**Yavanna Soft**

END TO END CREATIVE AGENCY

**APPOINTMENT LETTER**

Dear Farzeen,

We have the pleasure to appoint you as **Web Consultant** of Yavanna Software Export LLP having our office at Ambuja Ecostation, Saltlake Sector 5, Block BP, Plot No.-07, 16th Floor, Suite – 1602, Kolkata-700091, or in such other capacity the management shall determine from time to time.

Please note the terms and conditions of employment mentioned below.

**The company agrees to pay a sum of Rs 16,000/- every month for the services rendered to the company.**

**APPOINTMENT**

- Your date of appointment is effective from **7th February 2022**.
- You shall be on a probation for 6 months
- Your retirement from the services of the company will be upon completion of 58 years of age

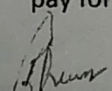
**TERMS AND CONDITIONS OF APPOINTMENT**

**1. Remuneration**

1.1 You will be paid as per details given in the appointment letter. All reimbursements shall be governed by applicable company rules effective from time to time. All payments are subject to deduction of tax etc as per the provisions of law;

**2. Notice Period**

2.1 In case you resign from the service of the Company during your probation period (first 6 months), you will be required to give 15 working days' notice, or pay in proportionate to your remuneration in lieu of such notice or pay for the period falling short of the prescribed notice period.

  
Signature of the employee

Ambuja Ecostation, Salt Lake City, Block – BP, Plot No 07, Suite No - 1602,  
www.yavannasoft.com  
Limited Liability Partnership Identification Number -



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**Kolkata-700 029**



## To whom it may concern

Mr. Pratim Dey S/O Pallab Dey is an employee of Ganashakti, has been working as a Journalist since 2021, with utmost dedication and determination. Ganashakti is a largely circulated vernacular daily newspaper in west Bengal, published simultaneously from Kolkata, Durgapur and Siliguri . Ganashakti has a big professional setup and performances with a enthusiastic team work . Pratim Dey is a member of that professional team. He has a very good writing and communication skill and also has a good reputation within the team frame. I wish him all success in the future.

*Atanu Saha*  
(Atanu Saha)

Asst. Editor

Date : 4/4/2024



GANASHAKTI : A unit of GANASHAKTI TRUST  
74A, A. J. C. Bose Road, Kolkata-700 016  
Phone : 033-2209-3315 / 2209-3320 / 4067 ● Fax : 2227-8090 / 6263  
● e-mail : advtganashakti@gmail.com, ganashaktitrust@gmail.com

*Prasanta*  
Principal  
Heramba Chandra College  
Kolkata-700 029

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**Selected Candidates in 2021**

1 message

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**Rituparna Ganguly /HR E/ICICIPRU/Kolka** <rituparna.ganguly@iciciprulife.com>  
To: "placementhcc@gmail.com" <placementhcc@gmail.com>

Thu, Mar 31, 2022 at 12:14 PM

Dear Sir,

As discussed , below candidates were selected in the campus placement drive conducted in the year 2021 for FY '22

Soumalya Pal

Ritika Sen

Surajit Bhattacharjee

Regards

Rituparna Ganguly

Human Resources

ICICI Prudential Life Insurance Co. Ltd

Swastik Southern Building 1st Floor, Ward no 87, P.S - Tollygunge.

[117A Shyama Prasad Mukherjee Road](#) (Beside Kalighat Metro, Gate no 3 ) Kolkata 700026.

Mobile: 9836611811

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" "Print this mail only if absolutely necessary. Save Paper. Save Trees." "The information contained in this e-mail and any attachments to this message are intended for the exclusive use of the intended recipient and may contain proprietary, confidential or legally privileged information. If you are not the intended recipient, please note that you are not authorised to disseminate, distribute or copy this e-mail or any parts of it or act upon/rely on the contents of this e-mail in any manner. Please notify the sender immediately by e-mail and destroy all copies also note that ICICI Bank or its subsidiaries and associated companies, (collectively "ICICI Group"), are unable to exercise control or ensure or guarantee the information contained in e-mail transmissions and that any views expressed in this e-mail are not endorsed by/binding on the ICICI Group unless the sender is a member of the ICICI Group. Before opening any attachments please check them for viruses and defects and please note that ICICI Group accepts no liability or responsibility for any information that may be transmitted by this email. Thank you for your cooperation.""



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**Heramba Chandra College**  
**Kolkata-700 029**

Ref. No.: AU/ OFFL/NT/2022/09/201

Date: 17.04.2022

To,  
Ms. Mahima Chakraborty  
43, R.R.G. Road, Rajpur, Kolkata, 700149

Email:  
chakmohima@gmail.com  
Contact No: 7980406867

**Subject: Offer Letter for the post of Office Assistant**

Dear Ms. Chakraborty,

We are pleased to intimate that your name has been recommended by the Selection Committee for the position of Office Assistant with Adamas University, commencing on or before 01.05.2022. Your pay and allowances will be as per the University norms and is attached in Annexure - I.

If the aforesaid offer is acceptable to you, kindly send your acceptance within next two days indicating the tentative date of your joining. Failing to adhere to the stipulated time line will result in the offer being revoked.

You are required to submit the photocopies of the following documents at the time of joining:

- Educational/Professional qualification certificates
- Date of Birth certificate
- Release letter, experience certificate and last 3 months salary slips in case of present/previous employment.
- One copy each of your Voter ID Card, PAN Card and Aadhar Card.
- Medical fitness Certificate from registered medical practitioner.
- Two copies of your recent passport size coloured photographs.

You have to produce the original documents for verification at the time of joining.

With Best Wishes,

Yours sincerely,



**(Registrar)**



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**Kolkata-700 029**



Annexure - I		
Pay Band	:	11600-19100
Basic	:	Rs.10600
D.A	:	Rs.700
Medical	:	Rs.300
<b>Gross Pay</b>	:	<b>Rs.11,600/-</b>



**(Registrar)**



**Principal**  
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**Kolkata-700 029**

Date: 2022-02-07

Name: md nasim  
Address: topsia

**Re: Letter of Offer**

Dear md nasim,

We are pleased to offer you the position of "Associate - Customer Service" for Xplore-Tech and its group of companies.

This offer is contingent upon proof of employment eligibility, background and reference check, and confirmation that you are not bound by any contractual agreements that restrict your ability to perform your duties for Xplore-Tech Services Pvt. Ltd., and any of its subsidiary companies.

The organization reserves the right to make your employment contingent on additional requirements. We are offering this position to you based on the terms listed below

**TERM START:**

We look forward to have you onboard with us by 2022-02-08

**COMPENSATION PACKAGE:**

Your offered CTC will be Rs. 11901 per month and Rs. 142812 per annum. The CTC detail is provided in the attached Annexure.

Benefits: You would be entitled to such benefits as may be provided from time-to time as per Company policy.

**ADDITIONAL TERMS:**

**PLACEMENT:**

You will be positioned in Kolkata office, India.

**PROBATION:**

You will be on probation for a period of six (6) calendar months from the date of joining. The Management reserves the right to terminate this appointment without assigning any reason, whatsoever, during your probation period. The Management at its discretion, may extend your probationary period.

**CONFIRMATION:**

On satisfactory completion of your probationary period, your service will be confirmed. Management's decision in this regard shall be final.

**XPLORE-TECH SERVICES PRIVATE LIMITED**

CIN: U72900WB2004PTC097921

(A Fusion BPO Services Company)

Plot Y9, Block-EP, Sector-V, Salt Lake City, Kolkata-700091

www.xplore-tech.com | www.fusionbposervices.com

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**Kolkata-700 029**





Ref. No- IISTE/EMP/2223/102

Date: - 1<sup>st</sup> June 2022

To  
Mis. Priti Karmakar  
2/157, Bijoygarh. Jadavpur  
KOLKATA-700032



Sub: Offer Letter as Administrative Executive .

Dear Priti Karmakar

We are pleased to offer you the post Administrative Executive (Any branch), in our Organization-IISTE, Kolkata. Your joining details are:

**POST:** Administrative Executive.

**JOINING DATE & TIME:** 1<sup>st</sup> June 2022. 10.00 HRS

**SCHEDULE:** Appointed as Contractual (mean no work no pay basis) For first 03 (Three) Month as a Trainee & Then after as Provisional till further notification .  
Working Schedule - 6 days in Every Week & 26 days Every Month, From 10.00am to 07:00pm (With 30 Min break) schedule start from joining date till further notification.

**SALARY:** INR Rs-6,000/- (Rupees Six Thousand) + TA (as per bill and only for outside of Kolkata ) + DA (as per bill and only for outside of West Bengal or with prior approval ) + Incentives (Is variable by time to times )

**TERMINATION:** You will be liable for termination from service by the institution without notice if any declaration given by you or testimonials furnished by you to the company proves to be false, or, if you are found to have willfully suppressed any material information, or, if you are found to have been convicted for or indulged in criminal, subversive or immoral activities, or, if you are found to have indulged in financial irregularities; or, if you breached any of the terms and conditions of your employment as specified in this letter, or, if you fail to put up with the instructions from your superiors, unauthorized absence, disloyalty, misconduct, nonperformance and if any disciplinary action is taken against you, or, if in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.

In the event that you want to terminate your employment with the company, you be will required to give a minimum of 1 (ONE) months' notice, to enable smooth transition.

Please note that the above mention. benefits are based on institution policies or benefits and are Subject to change from to time to time without prior notice.

Pending documents need to submit on the day of joining.

Thanks & Regards

For IISTE



Reg & Corp. Office- 4/10-A, PODDAR NAGAR, GROUND FLOOR, KOL-700 068. TEL- 033-40646442/09874862111.

*(Handwritten Signature)*

Principal  
Heramba Chandra College  
Kolkata-700 029

**EDUCATION BACKGROUND VERIFICATION - Priya Tiwari - 2186878/2022-EDU-1**

2 messages

**Sushmita Singh** <Sushmita.Singh@helloverify.com>  
To: "placementhcc@gmail.com" <placementhcc@gmail.com>  
Cc: Eduverify <Eduverify@helloverify.com>

Mon, May 2, 2022 at 2:55 PM


Dear Sir/Madam,

Greetings for the day,

We represent the Education Screening Practice of Hello Verify India Pvt Ltd. We are currently conducting background verification on behalf of our respective client which is one of India's reputed corporate house. In this connection we request you to kindly confirm the following details of “**Priya Tiwari**”, whose academic details are provided below has successfully completed the degree from “**Heramba Chandra College**”.

Please find below the details as provided to us by the candidate which we request you to kindly authenticate.

Candidate's Education Details		
Details	Candidate Claim	As per your records
Name of Candidate	<b>Priya Tiwari</b>	
Name of College	Heramba Chandra College	
University Name	University of Calcutta	
Degree	Bachelor Of Commerce	
Specialization	NA	
Registration Number/Roll No./Seat No.	Roll no - 1043-57-0007	
Graduation Year	2020	
Type of Education	(Regular/Distance)	

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

Is the education institute accredited (UGC/AICTE/MHRD/DEC/DTE)	
Verified By	
Additional Remarks	

**Thanks & Regards,**

Sushmita Singh | **Executive–Operations** | Mob.: +91 96433-02360

Hello Verify India Private Limited,

B-44, 1st Floor Sector 57, Noida 201301,  
Uttar Pradesh. INDIA. Tel.: +91 120 4629218

Helloverify is an online background checks platform for India. Visit us at : [www.helloverify.com](http://www.helloverify.com)




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 **2186878-44-1979195-1.pdf**  
394K

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**HCC College** <placementhcc@gmail.com>  
To: Sushmita Singh <Sushmita.Singh@helloverify.com>  
Cc: Eduverify <Eduverify@helloverify.com>

Send the mail to [subratamondalhcc@gmail.com](mailto:subratamondalhcc@gmail.com)  
[Quoted text hidden]

 PM  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



--  
Thanks and Regards  
Team Placement  
Heramba Chandra College



*Principal*  
**Heramba Chandra College**  
Kolkata-700 029

**APPOINTMENT LETTER****ZIPL/AL/019022/42****Date: 23 May 2022****Priya Pandey**

Address- 158/5, Arupara Subhash Nagar,G.I.P Colony,Howrah-711112

**Dear Priya Pandey,**

With reference to your application subsequent interview with us we are pleased to appoint you as Trainee in Accounts Department with the following Terms & conditions.

**Date of Joining: 19<sup>th</sup> May 2022****Location of Posting:**

Your initial place of work will be at Zanini India Pvt Ltd at ". However, your services are transferable at any time at the sole discretion of the management, to any place within the Company or to any of its associates, or sister concerns, or its subsidiary at any place in India or abroad, whether existing today or which may come up in future.

**Duties :**

A schedule of your broad duties and responsibilities will be given to you in due course. However, the company reserves the right to assign to you such other duties and responsibilities as may be considered advisable in the Company's interests. In your capacity as Trainee in Accounts report to the Plant Head or to any other officer deputed by him.

**Compensation structure:**

Your compensation structure is enclosed. The Management may, at its discretion, consider either change of heads or redistribute the total emoluments under various heads.

**Training:**

Your Training period for weeks will start from Date of Joining.

The training period may be extended/ reduced at the discretion of the Management.

On successful completion of your training, the Management will consider you for regular Employment.

**Probation / Confirmation:**

On being absorbed into the Company on regular employment, you will be on probation for a period of six months from the date of successful completion of your Training. You will be confirmed in the service on successful completion of probation. The Management may at its discretion extend the period of probation for further such duration as it deems fit.

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ZANINI INDIA PRIVATE LIMITED |  
PL: 112, Sector-9, Industrial Estate,  
Gurgaon, India - 122110  
mail ID: admin@in.zanini.com | tel: 91  
www.zanini.com



**Principal**  
**Heramba Chandra College**  
Kolkata-700 029

**Notice Period:**

The employment may be dis-engaged by either party, at any point of time by giving Three months' notice in writing or by paying Three month's salary in lieu of notice. However, the discretion to accept notice period or ask the employee to serve notice period rests with the management.

Salary for the purpose of notice period means the employee's Cost to the Company.

Compensation excluding Variable Pay.

Absence for a continuous period of three days without prior permission of your superior,

(including overstay on leave/ training) would result in you losing your lien on the service and the same shall automatically come to an end without any notice or intimation. Such dis-engagement from employment will be treated as absconding from the services of the company and will be dealt with accordingly.

**Code of Conduct:**

You are expected to abide by the Company's Code of Conduct and also comply with the policies, rules and regulations of the company notified from time to time.

**Leave**

You will be eligible for leaves as per company policies.

**Travel:**

In the course of your employment, you may be required to undertake travel either in India or elsewhere in connection with Company's business, according to the directions and instructions issued by the Management, from time to time. Refusal to undertake such travel may result in disciplinary action against you.

**Superannuation:**

The retirement age of an employee has been fixed by the Company at 58 years. However, you will have the option to retire on completion of 55 years of age and likewise the Company will have the option to retire you on completion of 55 years of age or thereafter on any date before you complete 58 years of age, if you are physically or mentally unable to perform your functions or your continuation in service would not be in the interest of the Company.

**Confidentiality and Non-Disclosure:**

You shall maintain utmost confidentiality of your compensation and all other material that you may come across during the course of your employment with the company. You shall not, either during the continuance of your employment or thereafter, divulge to any person whatsoever either in writing or orally, disclose any trade secrets or manufacturing process or any other information concerning the business or finances of the Company or any of its activities, dealings, transactions or affairs which may come to your knowledge in the course of your employment.

**Legal Compliance at Work:**

You shall fully acquaint yourself with the various laws, orders, rules, regulations, notifications, etc. of the Central, State, Local and/or any other authority in force from time to time and with particular reference to the Defense of Indian Rules and any modifications thereof and/or any orders there under and other emergency legislation affecting or concerning directly or indirectly the Company and its business and affairs in so far as they relate to the discharge of your duties.

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Plt - 122, Sector-4, Industrial Estate  
Gurgaon, India - 122010  
mail: [admin@in.zanini.com](mailto:admin@in.zanini.com) or  
[www.zanini.com](http://www.zanini.com)



Principal  
Heramba Chandra College  
Kolkata-700 029



responsibilities and see that all the requirements thereunder, as also the principles of sound commercial practice, are fully observed and complied with.

**Miscellaneous:**

During the period of your employment with the Company, you will devote your full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

You shall not pledge the Company's credit and/or make representation unless you are specifically and duly authorized by the company.

The Company will expect you to discharge the responsibilities entrusted to you with the highest standards of initiative, efficiency and economy.

Your appointment is subject to satisfactory replies being received from the references / previous employers mentioned in your Employment Application Form.

Your continuance in the services of the Company will be subject to your physical fitness as may be required for the position you may hold. Consequently, you will be required to go through such medical tests and examinations from time to time as may be deemed necessary by the Company.

This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including resume), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

The foregoing constitutes the entire agreement as regards the terms and conditions of your service with the Company and they shall be subject to such modifications and amendments as may be introduced from time to time as per the Company's Rules & Regulations and HR Policies.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

For Zanini India Pvt Ltd.,



Authorized Signatory

Accepted By, Priya Pandey

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Pl. L-72, Sector-4, Industrial Estate, To Convent Road, Jamshedpur

Jharkhand, India - 832110

mail: admin@in.zanini.com |

www.zanini.com



Principal  
Heramba Chandra College  
Kolkata-700 029

Ref. No.: AU/APP/NTE/2022/05/015

Date: 31.05.2022

To,  
Mr. Rupayan Sardar  
Vill-Kultukari, P.O-Goanara Gobindapur,  
P.S.- Ramnagar, Dist.- S 24 PGS, W.B, Pin- 743368

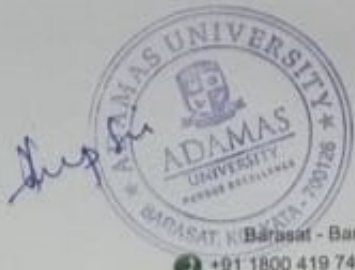
Email: rupsardar@gmail.com  
Contact No: 7679325834

Subject: Appointment to the post of JRF under the SERB-CRG project in Department of Geography under the School of Basic and Applied Sciences in Adamas University

Dear Mr. Sardar,

The competent authority is pleased to appoint you to the post of Junior Research Fellow, on contract, for a period of three years on the following terms and conditions.

1. Remuneration to the post will be as per the University norms and is attached in Annexure - I.
2. Your date of joining is effective from 02-05-2022.
3. Your services will be guided by the Adamas University Act, 2014, the Statutes and the Regulations.
4. You are to abide by the Service Rules and Regulations including Conduct, Discipline and Administrative Orders and any such Rules, Regulations, Directions, Instructions, Standard Practices and/or norms of binding nature of the University that may come into force from time to time.
5. You shall be required to be present in the University during the normal working hours of the University. However, the Authority of the University may require your service at any time beyond the normal working hours under exigencies and for matters requiring urgent attention.
6. You will discharge your duties as a Junior Research Fellow and report to the concerned Head of the Department/Dean of the School.



Barrasat - Barrackpore Road, P.O. - Jagannathpur, Kolkata

+91 1800 419 7423

info@adamasuniversity.ac.in

Established by THE ADAMAS UNIVERSITY AC



**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**





# LG PINNACLE ENTERPRISES

L. G. Authorised Service Centre

Heramba Chandra College (South City),  
23/49, Gariahat Rd, Dhakuria, Kankulia,  
Kolkata, West Bengal 700029.

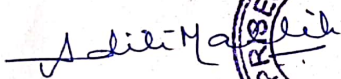
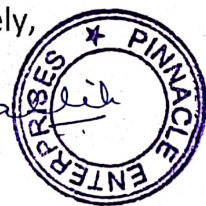
Date-27.04.2022

## DECLARATION

Dear Sir/Madam,

This is to declare that Mr. Sakhya Dey, son of Mr. Goutam Dey, is working with us, as store assistant at Pinnacle Enterprises (Authorised LG Service Centre), Behala since January, 2022.

Yours sincerely,

Aditi Mallik

9830997979/8910826738

(Authorised for Pinnacle Enterprises)

---

14, A. K. Pal Road, Kolkata - 700 034  
Phone : 2399 0074, E-mail : pinnacleentp2011@



Principal  
Heramba Chandra College  
Kolkata-700 029

**Selected Not Joined**

2 messages

**Sudipto Banerjee** <sudipto.banerjee@calibehr.com>  
To: Dr Bodhisattwa Bardhan Choudhury <bbc.3dh@gmail.com>  
Cc: Shreya Das <dshreya049@gmail.com>


Wed, Apr 27, 2022 at 11:43 AM

Hi,

Greetings !

The below list of candidates have not joined post selection at SBI – neither they have completed documentation. Kindly look into the same :

Employee Name	Contact no.
Soumyajeet Pal	9564429172
Dipanjan Mondal	8240075053
Chandim Bera	8697979430
Dishanta Debnath	6291524572
Saptak Hazra	9330351831
Sourav Mondal	6289993506
Kus Mukherjee	7449673958
Arjobeer Poddar	7059652579
Nilavo Biswas	9674532828
Arpan Das	8777544830
Subhadip Midya	9432129034
Souvik Pramanik	7586050720
Subha Bhattacharya	7890887157
Imran Ali	6290669937
Arijit Naskar	7595936075
Debojit bhattacharjee	9163769691
Supriyo chatterjee	6290462535
Rahul Bagui	8420517903
Soumojit Saha	9330240148
Subhojit Biswas	8017004156

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

Thanks and Regards,

**Sudipto Banerjee**  
Deputy Manager-Recruitment  
M: +91 9903981807

**Calibehr Business Support Services  
Private Limited.**  
68, Jessie Road Diamond Arcade, 5th floor, room no-507  
Kolkata-700055  
W: www.calibehr.com

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---


**Dr Bodhisattwa Bardhan Choudhury** <bbc.3dh@gmail.com>  
To: Sudipto Banerjee <sudipto.banerjee@calibehr.com>  
Cc: Shreya Das <dshreya049@gmail.com>

Wed, Apr 27, 2022 at 1:37 PM

Please provide the candidates who have joined.

[Quoted text hidden]

--  
Dr.Bodhisattwa Bardhan Choudhury

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



NMH/HRD/2021-22/9/APL-261

September 13, 2021

Mr. Shounak Chandra  
9/2B N.C.Chowdhury Road,  
Kasba, Kolkata,  
West Bengal - 700042

**SUB: Appointment as Executive - Purchase & Store.**

Dear Mr. Chandra,

With reference to your application, we are pleased to appoint you as **Executive - Purchase & Store** in **Band 1B** at our **Narayan Memorial Hospital** on the following terms and conditions.

**Date of Joining:** You have joined us on **13<sup>th</sup> September 2021**.

However, the Hospital reserves the right to assign to you such other duties and responsibilities as may be considered advisable in the Hospital's interests. In your capacity as, **Executive - Purchase & Store** you will report to the **Manager - Supply Chain & Pharmacy** or to any other officer deputed by him/her.

**Salary structure:** As per the sheet enclosed [**Annexure C**].

Salary and other prerequisites/benefits, which have been distributed under the aforesaid heads, are subject to taxes, as applicable. At its sole discretion, the Management may consider either change of heads or redistribute the total emoluments under various heads.

**Probation / Confirmation:** You will be on probation for a period of 6 (six) months of joining work. After the expiry of the probationary period it is open for the management either to confirm your services or extend your probationary period. Such an extension can be granted for a maximum of 6 months more, in two consecutive periods of 3 months each. Unless an order in writing confirming you is given, you will not be deemed to have been made permanent. The Management, however, reserves the right to terminate your services without assigning any reason during the probationary period, or the extended probationary period by giving 15 days notice or 15 days basic salary in lieu thereof. Should you decide to leave the services of the Hospital during the period of your probation, you will be required to give 15 days notice or 15 days Basic salary in lieu thereof.

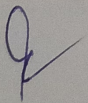
**Absenteeism:** Absence for a continuous period of ten days without prior approval of your superior, would result in your losing your service and the same shall automatically come to an end without any notice or intimation.

**Service Rules & Code of Conduct:** You are expected to abide by the Hospital's Service Rules & Code of Conduct, a copy of which is enclosed [**Annexure A & B**]. You will also abide by the Rules & Regulations / Standing Orders of the Hospital in force, at present, and as varied from time to time.

**Leave:** You will be eligible for the leaves as per Leave Rules of the Hospital. However, sanction of leave will depend upon the exigency of work as well as at the discretion of the management. Leave Policy is enclosed [**Annexure D**].

**Medical examination & documentation:**

- Your appointment is subject to your producing a medical report from a registered Medical Practitioner testifying to your fitness for work.



Shounak Chandra





## Appointment Letter

6-December-2021

**Smriti Sinha**

**Washry colony, Qr no B W/23, Post Pochari  
Ps Barora, Muraidih, Dhanbad  
Jharkand  
Jharkand 828306  
Jharkhand**

**Dear Smriti,**

We are delighted that you are interested in joining AXA Business Services (Pvt) Ltd Company. This letter conveys the detailed terms and conditions of our offer to you.

If you are agreeable to our terms and conditions, please signify your assent by signing the duplicate of this letter and returning the same to us.

**Date of Joining: 6<sup>th</sup>-December-2021**

### **1. Current Position and Reporting.**

Your Designation is "**Analyst - Pre Authorization & Appointment**" You will report to your supervisor

### **2. Location**

You will be based in **AXA Suzlon Pune**. However, based on business exigencies you may be relocated by the Company anywhere in India or abroad or your services transferred from one location to another, one department to another, one shift to another in India or abroad to any of subsidiary / associate / partner or parent Company.

### **3. Probation**

You will be on probation initially for a period of six months from the date of joining. At the end of this probation period, you will be confirmed in the employment of the Company on the basis of a satisfactory performance report from your supervisor. If the performance during this period is not satisfactory, the Company will have a right to either terminate your services at the end of six months without any notice or extend the probation period for an additional period as deemed fit by the Company. Till such time that you do not receive a letter of confirmation. As per our Company Policy in case your work entitles you to travel on-site you are required to sign a bond for one year.

#### **3.1 Notice period**

During and after the probation, you will be required to give either

- (a) Three months' notice or
- (b) Three month's salary thereof, in case you decide to leave our service. The choice of either option shall always be subjected to Company's discretion. Similarly, the Company can terminate your services by giving three months' notice or salary thereof at the sole discretion of the Company.

**Principal  
Heramba Chandra College  
Kolkata-700 029**



## Requesting for Education Verification of Mr. Snehasis Dutta

2 messages

**Srinath - Profilelens** <srinath.d@profilelens.co.in>  
 To: "placementhcc@gmail.com" <placementhcc@gmail.com>  
 Cc: Yeshwanth - Profilelens <yeshwanth@profilelens.co.in>

Tue, Mar 9, 2021 at 11:39 AM

Dear Sir / Madam,

### Greetings from Profilelens – An Employee Background Verification Company


Profilelens is an ISO 9001:2015, 27001:2013 certified and NASSCOM member company. We verify the particulars of candidates as presented by them in their application forms. The candidates are either already working for our clients or being considered for employment.

In this regard, we request you to kindly verify the information mentioned below by the candidate so that we can process the details efficiently.

A swift feedback from you will facilitate the candidate to join one of the reputed companies of India.

### Kindly Authenticate the attached document

	Candidate's Particulars	Your Verification Inputs
<b>Candidate Name</b>	Snehasis Dutta	
<b>Roll No / Register No</b>	043-1121-0853-14	
<b>College / University Name</b>	Heramba Chandra College	
<b>College / University Location</b>	Kolkata	
<b>Contact Details</b>	9609578303	
<b>Degree Obtained</b>	B Com	
<b>Period of Study</b>	2014-2019	
<b>Year of Passing</b>	2019	
<b>Course Type</b>	Full time	
<b>Grade / Division</b>	First Division	

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

<b>Verifier Name / Designation</b>	
<b>Additional Comments (If Any)</b>	

Thanks and Regards,

Srinath Dyagala

Sr.Executive - Operations



**Profilelens Services Private Limited**

# Plot No : 12, Sripuri Colony, Kakaguda , Karkhana,

Secunderabad - 500015, Telangana, India

**Mobile:** 9640554190

**Landline:** NA

Email Id : [Srinath.d@profilelens.co.in](mailto:Srinath.d@profilelens.co.in)

[[www.profilelens.co.in](http://www.profilelens.co.in)][www.profilelens.co.in](http://www.profilelens.co.in)

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Do you want to conduct background verification for your employees? If yes then Profilelens Services, one of India's Leading Background Verification Firm is the solution to your problem. For more details please reach out on the following details -Raja Mahanty / Manoj Chintala (+91 9704566642 / + 91 8801103051/ [raja.mahanty@profilelens.co.in](mailto:raja.mahanty@profilelens.co.in) / [manoj@profilelens.co](mailto:manoj@profilelens.co)

A handwritten signature in black ink, appearing to read "Rajendra", is written over a light blue circular stamp.

**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

---

**2 attachments**



**Snehasis Dutta Prov.jpg**  
143K



**Snehasis Dutta Mark sheet.pdf**  
264K

HCC College <placementhcc@gmail.com>  
To: Srinath - Profilelens <srinath.d@profilelens.co.in>


Tue, Mar 9, 2021 at 11:52 AM

mail it to [teachershcc@gmail.com](mailto:teachershcc@gmail.com)

[Quoted text hidden]

--  
Thanks and Regards  
Team Placement

[Heramba Chandra College](#)

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



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## GA DIGITAL WEB WORD PVT.LTD

PLOT NO. 1, HARGOVIND ENCLAVE, VIKAS MARG EXTENSION, DELHI-110092.

PH. NO 0120-4156899, 0120-4125729

WEBSITE: [www.gadigital.in](http://www.gadigital.in)

No.: GA Digital/Temporary Staffing /HSRC

Dt.16/12/2020

18

To

Dear Mr.Somnath Ghosh

Sub: - Appointment Letter

Welcome to GAD, We are glad to deploy you on the post of "Computer Operator Cum Stenographer" on purely temporary basis at our esteemed client's HSRC Infra Services Ltd., for working on the project of "PROJECT MANGEMENT CONSULTANCY for a) Site development of Metro Car Depot at Joka b) Setting up of Metro Car Depot at Joka and c) Construction of Metro viaduct& stations from Majerhat to Mominpur in connection with Joka-Esplanade Metro Railway Project in Kolkata west Bengal" on following terms and conditions :

1. Your engagement with us and deployment at HSRC Infra services Ltd., are purely on temporary basis.
2. This engagement of yours with our Company and deployment at our Client's site is based on project and shall be co-terminus with end date of the project or the end date of contract, whichever is earlier, and can be terminated on notice of 30 days by either party.
3. You will be paid monthly remuneration of Rs.28,000/- CTC (including Statutory deductions of Employee and employer contribution to EPF). Other deductions if any shall be made as per statutory guidelines and instructions from our client HSRC Infra Services Ltd. Taxes on your remuneration, if applicable, shall always be borne by you.
4. You are expected to report to Ms. V.V.Neerja Sr.DGM/HSRC Infra services Ltd. at Delhi Head Office (Ph. No. 9560697056 , e-mail: [vnneeraja@gmail.com](mailto:vnneeraja@gmail.com) ) for submission of documents through e-mail within one week from date of issue of this letter. After submission of documents, you will have to report for duty at PMC office/ Kolkata within 15 days, failing which, this offer shall stands withdrawn.



Corporate Office :- GA Digital Web Word Pvt. Ltd  
S-14,2<sup>nd</sup>, Floor, Aditya Mall, Indirapuram , Near ICICI BANK, Ghaziabad  
Contact No : 0120-4125729, 0120-4156899, 0120-4549656

Principal  
Heramba Chandra College  
Kolkata-700 029





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PLOT NO. 1, HARGOVIND ENCLAVE, VIKAS MARG EXTENSION, DELHI-110092.

PH. NO 0120-4156899, 0120-4125729

WEBSITE: [www.gadigital.in](http://www.gadigital.in)

Please submit the following documents at the time of your joining:

- A copy of resignation letter/relieving/resignation acceptance letter from your present employer, if applicable.
  - Documentary Evidence of the last drawn salary
  - Documentary Evidence of Date of Birth
  - Self-Attested CV, Copies of Education/Professional Qualification Certificates and Mark Statement
  - Two Passport Size Photographs
  - PAN Card, Addaar card, Passport, if available
  - Proof of Address
  - Documentary Evidence of previous organization experiences, if available.
  - Police Verification is mandatory for joining or copy of passport to be provided.
5. Your engagement with us and deployment at our esteemed client's site is governed by our Policies, which include Code of Conduct Policy, Non-Disclosure and Confidentiality Policy, IT Security Policy, Non-Compete & Non-Solicitation Policy, Sexual Harassment Policy, Anti Bribery Policy, Company Stationary, Assets, Phone, Computers& Internet Use Policy & Health Safety Policy. You shall be required to follow all the rules and regulations as per Government norms issued from time to time.
6. TA /DA will be given as per client's policy and requirements.
7. You shall also comply with all rules and regulations of our Client. Your appointment shall be cancelled in case of following conditions:
- a. Your conduct is not satisfactory to the image, reputation or standing of client or if you are found guilty of any act which brings the disrepute to the client or our organization which in the reasonable opinion is prejudicial to our / their interest ;
  - b. You are involved in acts or found convicted by courts, declared insolvent or charged with serious crime/ civil offence.
  - c. You are continously absent from work without prior written approval or a valid emergency.
  - d. Your background information and educational and work profile are found incorrect



Corporate Office :- GA Digital Web Word Pvt. Ltd  
S-14, 2<sup>nd</sup>, Floor, Aditya Mall, Indirapuram, Near ICICI BANK, Ghaziabad  
Contact No : 0120-4125729, 0120-4156899, 0120-4549656

*Principal*

**Principal**  
**Heramba Chandra College**  
Kolkata-700 029



deliveries are perfect, when excellence is the habit !

## GA DIGITAL WEB WORD PVT.LTD

PLOT NO. 1, HARGOVIND ENCLAVE, VIKAS MARG EXTENSION, DELHI-110092.

PH. NO 0120-4156899, 0120-4125729

WEBSITE: [www.gadigital.in](http://www.gadigital.in)

8. The contract of employment between you and the company may be terminated by either party by giving 30 days advance notice in writing or salary in lieu thereof. However, for any breach of Company Policy or in sub-ordination or any adverse reporting from our client or in the event of happening of any of the event mentioned in point 7 above. The Company shall be at liberty to terminate the contract of employment without any notice and without any liability.

Please sign a copy of this letter, and submit in our office as token of your acceptance

Thanking you,  
For: GA Digital Web Word Pvt. Ltd.



### Acknowledgement

I have read and understood the terms and conditions of deployment with G. A. Digital web Word ( P ) Ltd., and accept the same.

Name of Candidate Somnath Ghosh

Father/ Husband Name Subrata Kumar Ghosh

Corporate Office :- GA Digital Web Word Pvt. Ltd  
S-14, 2<sup>nd</sup>, Floor, Aditya Mall, Indrapuram , Near ICICI BANK, Ghaziabad  
Contact No : 0120-4125729, 0120-4156899, 0120-4549656

Principal  
Heramba Chandra College  
Kolkata-700 029

## Proposal for Campus Recruitment

11 messages

**Pabitra Dasmali** <Pabitra.Dasmali@sudlife.in>  
To: "placementhcc@gmail.com" <placementhcc@gmail.com>  
Cc: "office@herambachandracollege.ac.in" <office@herambachandracollege.ac.in>

Wed, Jan 26, 2022 at 9:54 PM

Dear **Team**,

***Greetings from Star Union Dai-ichi Life Insurance Company Ltd!***

At Star Union Dai-ichi Life Insurance, we draw our parentage from Bank of India, Union Bank of India and Dai-ichi Life of Japan. Our growth over the years has come from the immense contributions of our cross cultural workforce who have helped shape our work ethics and service delivery in the Insurance business. And as with any forward looking organization, our culture of inclusion and rewarding high performance is aimed at attracting and engaging people who are ambitious and enjoy working in an environment that stimulates and encourages growth.

We put our minds and hearts to whatever we do! Passion, Simplicity, Integrity, Ambition, Humility and Innovation are our 6 guiding principles.

We would like to partner with your esteemed institute and hire students. We at Star Union Dai-ichi believe in on-boarding young talent and grooming them into future leaders of the industry. Here, they will work with and learn from people who constantly strive to take themselves along with this company to the next level.

### **About us:**

Star Union Dai-ichi Life Insurance Co. Ltd. (SUD Life) is a joint venture (JV) of **Bank of India, Union Bank of India** and **Dai-ichi Life**, a leading **life insurance company** of Japan.

Bank of India and Union Bank of India are leading Indian public sector banks and have a robust nationwide network.

Dai-ichi Life is the second largest life insurance company of Japan and is one of the top ten life insurers in the world. Dai-ichi Life was established in 1902 and is a recognized brand name across the globe. Dai-ichi Life is renowned for sound product knowledge, superior asset management skills, and strong operational capabilities to manage life insurance businesses globally.

SUD Life is committed to providing insurance products across various strata of society and geographies as per the needs of the customer. At SUD Life, the customer commands topmost priority.


The promoters of SUD Life have a long-term commitment towards their customers and stake holders and have earned the trust of 64 million customers. These strengths and values have been inherited by SUD Life, as we make our way to become the next rising star in the Indian life insurance business, promising exceptional value to all our stakeholders

### **Profile Description:**

-

**Position:** Insurance Trainee

**Educational qualification:** Any Graduate / BBA / MBA



**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

- Compensation :**
- 1. Graduate:** 2,20,000 till 2,75,000 /-
  - 2. Post Graduate:** 2,75,000, till 3,25,00 /-

Plus Incentive (Incentive based over performance) & other benefits by organization (such as Group Term Life Insurance; Medclaim facility (Including dependents) etc.(CTC would be depending over Various parameters Viz. City, Experience etc.)

**Objective:**

The primary position responsibility is to achieve the targeted revenue & profitability, by driving overall month on month sales v/s target in line with SUD Life's overall vision and philosophy.

**Key Responsibilities:-**

**Business Generation & Result Orientation**

-

- Identifies business opportunities and generate leads.
- Sell product by establishing contacts with the leads and developing relationships with the prospect; recommending solutions
- Maintains relationship with clients by providing support, information, and guidance; researching and recommending new opportunities.
- Identifies product improvements by remaining current on industry trends, market activities, and competitors
- Makes presentation to prospective clients with high energy level
- Plans and meets sales goals month on month
- Prepares report by collecting, analysing and summarizing information
- Maintains quality service by establishing and enforcing organization standards
- Maintains professional and technical knowledge by attending workshops facilitated by SUD Life

**Persistency**

-

- Ensure desired quality of business, need based selling & right product mix to achieve the required persistency standards

**Stakeholder Management**


-

- Maintain utmost levels of responsiveness to requirements from the Branch Manager/Unit Manager

Our people practices are competitive and aspire to reach the hearts and minds of our employees across career levels and geographies. We look forward to connect with you in person.

For Details kindly check:- <http://www.sudlife.in>

Request your confirmation & probable no. of candidates available for the campus.

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



For Star Union Dai-ichi Life Insurance.

Regards,

**Pabitra Dasmali**  
Assistant Manager - HR-Distribution



T: M: +919073420248  
E: Pabitra.Dasmali@sudlife.in W: www.sudlife.in

4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.

*We mean Life!*



**Pabitra Dasmali**  
Assistant Manager - HR-Distribution



T: M: +919073420248  
E: Pabitra.Dasmali@sudlife.in W: www.sudlife.in

4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.

*We mean Life!*

HCC College <placementhcc@gmail.com>  
To: Pabitra Dasmali <Pabitra.Dasmali@sudlife.in>  
Cc: "office@herambachandracollege.ac.in" <office@herambachandracollege.ac.in>

Fri, Jan 28, 2022 at 8:12 PM

Please call 9609578303

Dr. Bodhisattwa Bardhan Choudhury

[Quoted text hidden]

Thanks and Regards  
Team Placement

Heramba Chandra College

Mail Delivery Subsystem <mailer-daemon@googlemail.com>  
To: placementhcc@gmail.com

**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

PM



## Delivery incomplete

There was a temporary problem delivering your message to **office@herambachandracollege.ac.in**. Gmail will retry for 46 more hours. You'll be notified if the delivery fails permanently.

The response from the remote server was:

452 <office@herambachandracollege.ac.in> Mailbox size limit exceeded

Final-Recipient: rfc822; office@herambachandracollege.ac.in

Action: delayed

Status: 4.0.0

Remote-MTA: dns; mail.herambachandracollege.ac.in. (202.66.173.68, the server for the domain herambachandracollege.ac.in.)

Diagnostic-Code: smtp; 452 <office@herambachandracollege.ac.in> Mailbox size limit exceeded

Last-Attempt-Date: Sat, 29 Jan 2022 08:10:47 -0800 (PST)

Will-Retry-Until: Mon, 31 Jan 2022 06:42:42 -0800 (PST)

----- Forwarded message -----

From: HCC College <placementhcc@gmail.com>

To: Pabitra Dasmali <Pabitra.Dasmali@sudlife.in>

Cc: "office@herambachandracollege.ac.in" <office@herambachandracollege.ac.in>

Bcc:

Date: Fri, 28 Jan 2022 20:12:29 +0530

Subject: Re: Proposal for Campus Recruitment

----- Message truncated -----

---

**Mail Delivery Subsystem** <mailer-daemon@googlemail.com>

To: placementhcc@gmail.com

Sun, Jan 30, 2022 at 10:04 PM



## Delivery incomplete

There was a temporary problem delivering your message to **office@herambachandracollege.ac.in**. Gmail will retry for 22

**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

more hours. You'll be notified if the delivery fails permanently.

The response from the remote server was:

452 <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)> Mailbox size limit exceeded

Final-Recipient: rfc822; [office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)  
Action: delayed  
Status: 4.0.0  
Remote-MTA: dns; [mail.herambachandracollege.ac.in](mailto:mail.herambachandracollege.ac.in). (202.66.173.68, the server for the domain [herambachandracollege.ac.in](http://herambachandracollege.ac.in).)  
Diagnostic-Code: smtp; 452 <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)> Mailbox size limit exceeded  
Last-Attempt-Date: Sun, 30 Jan 2022 08:34:02 -0800 (PST)  
Will-Retry-Until: Mon, 31 Jan 2022 06:42:42 -0800 (PST)

----- Forwarded message -----

From: HCC College <[placementhcc@gmail.com](mailto:placementhcc@gmail.com)>  
To: Pabitra Dasmali <[Pabitra.Dasmali@sudlife.in](mailto:Pabitra.Dasmali@sudlife.in)>  
Cc: "office@herambachandracollege.ac.in" <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)>  
Bcc:  
Date: Fri, 28 Jan 2022 20:12:29 +0530  
Subject: Re: Proposal for Campus Recruitment  
----- Message truncated -----

**Mail Delivery Subsystem** <[mailer-daemon@googlemail.com](mailto:mailer-daemon@googlemail.com)>  
To: [placementhcc@gmail.com](mailto:placementhcc@gmail.com)


Mon, Jan 31, 2022 at 11:52 PM



## Recipient inbox full

Your message couldn't be delivered to [office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in). Their inbox is full, or it's getting too much mail right now.

The response from the remote server was:

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

452 <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)> Mailbox size limit exceeded

Final-Recipient: rfc822; [office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)

Action: failed

Status: 5.0.0

Remote-MTA: dns; [mail.herambachandracollege.ac.in](mailto:mail.herambachandracollege.ac.in). (202.66.173.68, the server for the domain [herambachandracollege.ac.in](mailto:herambachandracollege.ac.in).)

Diagnostic-Code: smtp; 452 <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)> Mailbox size limit exceeded

Last-Attempt-Date: Mon, 31 Jan 2022 10:22:11 -0800 (PST)

----- Forwarded message -----

From: HCC College <[placementhcc@gmail.com](mailto:placementhcc@gmail.com)>

To: Pabitra Dasmali <[Pabitra.Dasmali@sudlife.in](mailto:Pabitra.Dasmali@sudlife.in)>

Cc: "office@herambachandracollege.ac.in" <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)>

Bcc:

Date: Fri, 28 Jan 2022 20:12:29 +0530

Subject: Re: Proposal for Campus Recruitment

----- Message truncated -----

---

**Pabitra Dasmali** <[Pabitra.Dasmali@sudlife.in](mailto:Pabitra.Dasmali@sudlife.in)>  
To: HCC College <[placementhcc@gmail.com](mailto:placementhcc@gmail.com)>  
Cc: "office@herambachandracollege.ac.in" <[office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)>

Tue, Feb 1, 2022 at 10:34 AM

Dear Sir,

As discussed, PFA the campus placement circular.

Regards;

[Quoted text hidden]

---

**From:** HCC College [<mailto:placementhcc@gmail.com>]

**Sent:** 28 January 2022 20:12

**To:** Pabitra Dasmali


**Cc:** [office@herambachandracollege.ac.in](mailto:office@herambachandracollege.ac.in)

**Subject:** Re: Proposal for Campus Recruitment


---

**Attention:** This mail is sent by an external sender. Do not click on any attachment or links/URL in this email unless sender is reliable, as Malware/ Viruses can be easily transmitted.

[Quoted text hidden]

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



 **Campus Placement Circular.pdf**  
404K

**HCC College** <placementhcc@gmail.com>  
To: Pabitra Dasmali <Pabitra.Dasmali@sudlife.in>

Tue, Feb 1, 2022 at 2:55 PM

Notice given in the website  
[Quoted text hidden]

**Pabitra Dasmali** <Pabitra.Dasmali@sudlife.in>  
To: HCC College <placementhcc@gmail.com>

Sat, Feb 12, 2022 at 9:57 PM

Dear Sir,

PFA the students list who have registered for campus recruitment. We going to arrange their **personal Interview (Face to face)** at our kolkata Zonal office on **16<sup>th</sup> February 2022**, at **11 Am**.

Kindly share your suggestion based on that we will start further process.

**Kindly find the Venue details :**


Star Union Dai-ichi Life Insurance CO Ltd

4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1,

[Salt Lake City, Kolkata-700064](#)

Landmark : near City Centre 1, opp Balle Balle Dhaba, Senco Gold building

[Quoted text hidden]

 **Campus Hiring- Heramba Chandra College..xls**  
48K

**HCC College** <placementhcc@gmail.com>  
To: Pabitra Dasmali <Pabitra.Dasmali@sudlife.in>


Mon, Feb 14, 2022 at 6:17 PM

Sir  
Go ahead with your plan. I hope you have intimated the students.

Thank you for sharing.

Regards

Dr, Bodhisattwa Bardhan Choudhury

  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

**Pabitra Dasmali** <Pabitra.Dasmali@sudlife.in>  
 To: HCC College <placementhcc@gmail.com>  
 Cc: "office@herambachandracollege.ac.in" <office@herambachandracollege.ac.in>

Dear Sir,

Find the final status of today's interview. Out of 32 students, only 28 students appeared the interview.

Sl No	Your Name	Date of birth	Gender	Specialization Subject	10th %	12th %	Graduation %	Final Status
1	Umakanta Das	07-04-2001	Male	Accounts	82.79%	90.40%	8.9	Selected
2	RESHAYAL INTEKHAB	21-06-2002	Male	ACCOUNTING	84.25%	86.20%	Sem-3	Selected
3	Shridisha Deb	09-09-1999	Female	Finance	77%	64%	78.50%	Selected
4	Suraj Mondal	05-04-1999	Male	Finance	78	86	62	Selected
5	Ritika Sen	27-11-1998	Female	Accounting and finance	82	90	72	Selected
6	Debojyoti Das	28-10-1997	Male	Bachelor of Commerce	58.14	64.17	59.36	Selected
7	Namita Singh	28-01-2000	Female	Accountancy	68%	83%	75%	Selected
8	Sumita Singh	16-11-1997	Female	Accountancy	57%	79%	50.22%	Selected
9	Srestha Nandan	12-12-2000	Female	Bcom Hons ( Accounting & Finance)	77%	90%	9.143 SGPA	Selected
10	Subham Paul	28-06-2002	Male	B.com (H) , Accountancy	68.86%	83.80%	85.22%	Selected
11	Subhadip midya	10-12-2001	Male	B.com (Accountancy Hons)	66.28%	76.40%	76.77%	Selected
12	Sreeja Bose	13-08-2000	Female	Accountancy	79.80%	90%	86.70%	Selected
13	Sudipta Paul	11-09-2000	Male	Accountancy	51%	72%	80%	Selected



**Principal**  
**Heramba Chandra College**  
 Kolkata-700 029

14	Sunita Haldar	16-09-1999	Female	Accountancy	59.33%	79.33%	88%	Selected
15	SNEHA ADITYA	15-01-2001	Female	Accounting and Finance	84% (best five)	87%(best five)	9.000 sgpa	Selected
16	Chandim Bera	18-07-2000	Male	Accountancy	74.14%	84.20%	Ongoing	Selected
17	Puja Gupta	10-02-2022	Female	Accountancy	53%	79%	55%	Selected
18	Sourav Mondal	18-08-2001	Male	Accountancy	60%	73%	91%	Selected
19	Debraj Mondal	27-11-2001	Male	Accountancy	67.5	84.6	87.5	Selected
20	Mainak Chakraborty	07-02-2002	Male	Accounting and Finance	90.29%	87.60%	SGPA(9.206)	Selected
21	Mihir Mondal	15-07-2001	Male	Accountancy	66.17%	60.83%	On going	Selected
22	UTPAL PAUL	13-09-2000	Male	ACCOUNTS & FINANCE	74	82	7.5	Selected

Regards;

**Pabitra Dasmali**  
Assistant Manager - HR-Distribution



T: M: +919073420248  
E: Pabitra.Dasmali@sudlife.in W: www.sudlife.in

4th Floor, Block A & B, Andromeda 30, DD 30, Block DD, Sector 1, Salt Lake City, Kolkata - 700064.



*We mean life!*



**PROUD TO BE A PART OF SUD LIFE.**

**Pabitra Dasmali**  
Assistant Manager - HR-Distribution

*P. Dasmali*  
**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**





PEOPLE FOR ANIMALS

PEOPLE FOR ANIMALS, KOLKATA (ASHARI)

Animal Shelter, Hospital & Research Institute  
2, Netai Nagar, Mukundapur, Kolkata-700099

(Near E.Bypass)

Ph: 033-24239100, Mob: 8335045433

Email\_id:

Dated 10<sup>th</sup> December 2021

Subhadip Mirbahar  
34 Vivekananda Park, Mukundapur  
Kolkata-700 009

Dear Mr. Mirbahar,

We are pleased to confirm you have been selected to work for Ashari (PFA) Kolkata., as Office Associate, w.e.f. 10<sup>th</sup> December 2021. Your job profile / key responsibility areas are given as follows:

- To ensure daily treatment of animals start on time.
- Keep a check on the medicine stock, and usage, and monitor the end use.
- To ensure treatment records of animals are up to date, and that the records of admitted animals reach proper cages within a reasonable time
- Direct housekeeping program to make sure that the cages / shelter where dogs and cats are housed are clean, and orderly.
- To supervise proper upkeep of Rescue/ Release and Death records, are kept updated
- To attend front Desk at the O.P.D., as and when required
- Maintaining hygienic environment of the Kitchen and control of cooking Gas consumption would be part of the job.

***Other than the above key areas, the following areas will also be need to be looked into***

- To assist para-vets as and when required
- To check proper food distribution amongst the dogs, which will include checking of quality & quantity

Principal  
Heramba Chandra College  
Kolkata-700 029





**SUNKNOWLEDGE**

IN EXCELLENCE WE TRUST

02/06/22

Subhajit Dutta  
Kolkata

Re: Appointment as Management Trainee

Dear Subhajit,

We are very pleased to inform you that you have been selected for the appointment to the said post with Sunknowledge Pvt. Ltd. (hereinafter refer to as the "Company"). The terms of the appointment and the benefits currently provided by the Company are as follows:

- a. Your gross remuneration package will be **Rs.15,000** payable monthly (equivalent to a gross of **Rs.1,80,000p.a.**). You will also be entitled to leaves, allowances and medical benefits admissible under the rules of the Company.
- b. You will be on probation for a period of 3 months starting from the date of joining, which may be extended or curtailed without any notice at the discretion of the company. The company shall be at liberty to extend the confirmation of an employee or curtail the employment without any notice in the event of unsatisfactory performance, unpunctuality, indiscipline, willful insubordination, misconduct, integrity, negligence of duty. You will be deemed to be on probation until you are informed of your confirmation in writing based on your satisfactory performance.
- c. You shall abide by the service rules and regulations including the conduct rules as well as the administrative orders of the Company in force from time to time.
- d. You confirm to not carry on or be concerned in any other business or occupation whatsoever, while employed with Company.
- e. Your effective duty hours shall be 48 hours in a week and the Company reserves the right to fix your duty in different shifts as per the business requirement of the Company.
- f. As an employee of the Company, you shall have access to certain confidential information of the Company and you may, during the course of your employment, develop certain information or processes, which will be the property of the Company.
- g. Confidential Information is understood to include any Company proprietary information, protected health information (PHI), technical data, trade secrets, Company's customer details, Company's business processes, technology, marketing, finances or other business information disclosed to you by the Company either directly or indirectly in writing, orally or by observations. You also agree that you will not, during your employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity and that you will not bring onto the premises of the Company any unpublished document or proprietary information belonging to any such employer, person, or entity. To protect the interests of the Company, you will need to sign the Company's standard "Employee Confidentiality, Non-Disclosure & Non-Compete Agreement" as a condition of your employment and shall be binding on you. Company has the right to take necessary action against an employee if found not adhering to the Employee Confidentiality, Non-Disclosure & Non-Compete Agreement.
- h. The Company intends to keep confidential different matters including salary and increments. Hence these issues should not be disclosed or discussed among the employees of the Company, failing which shall be tantamount to violation of this policy and will result in stern disciplinary action.
- i. The Company reserves the right to conduct background investigations and/or reference checks on all of its potential employees. Your job offer, therefore, is contingent upon a clearance of such a background investigation and/or reference check, if any.

**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**

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**Offer letter Protiviti India Member Firm**

1 message

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**Sudeshna Mukherjee** <sudeshnamukherjee05@gmail.com>  
To: bcomhcc@gmail.com

Fri, Mar 1, 2024 at 12:16 PM



*Principal*  
**Heramba Chandra College**  
Kolkata-700 029

*Pandita*

*Principal*  
**Heramba Chandra College**  
Kolkata-700 029

12:12

5G 



Employment Offer & A...



**protiviti**<sup>®</sup>  
Global Business Consulting


*Private & Confidential*

**EMPLOYMENT AGREEMENT**

This Employment Agreement includes an offer of employment and Appendix 1 setting out the General Terms of Employment is made and entered into this 2<sup>nd</sup> May 2022, by and between

**Protiviti India Member Private Limited**, is a company formed under the laws of India & member firm of Protiviti, Inc. (hereinafter referred to as the "Employer" or the "Company")

**And**

  
*Principal*  
**Heramba Chandra College**  
Kolkata-700 029



Sudeshna Mukherjee (hereinafter referred to as the "Employee" or "You" or "Your").

WHEREAS, the Employer has offered to employ the Employee based on the terms and conditions set out in this Employment Agreement and the attached Appendix 1: General Terms of Employment (hereinafter referred to as the "Agreement") and the Employee has accepted to join the employment of the Company based on these terms.

**IT IS HEREBY AGREED AS FOLLOWS:**

**1. Position and Period of Employment**

- 1.1 The Employer hereby appoints the Employee as Consultant 2 in Internal Audit & Financial Advisory.
- 1.2 The Employee shall carry out the duties as the Employer shall specify from time to time.
- 1.3 The period of employment will be from the date of commencement as set out in clause 2 below and shall continue until terminated as set forth in clause 12 of the General Terms of Employment attached as Appendix 1.

**2. Acceptance of offer and Commencement of Employment**

- 2.1 The Employee is expected to join the services of the Employer by 2<sup>nd</sup> May 2022.
- 2.2 Please give us your acceptance of this offer for employment within 7 days from the date of this Agreement by sending a signed copy of this letter (email acceptable) to the Employer.
- 2.3 Upon acceptance of this offer for employment, your employment will be effective from the actual date of your joining the Company.
- 2.3 Notwithstanding anything contrary, the offer of employment under this Agreement is contingent on you commencing employment with the company on or before the date stated in clause 2.1, unless otherwise mutually agreed in writing. By accepting this offer, you agree to the terms and conditions of the Agreement.



*Principal*  
**Heramba Chandra College**  
Kolkata-700 029

of employment under this Agreement, you expressly agree that you will join on such date as agreed above. If the Company does not receive your acceptance on or before the expiration of seven (7) days from the date of this Agreement , or if, after your acceptance of this offer for employment, you have not joined the Company by afore mentioned date of joining, then in such event the terms of this Agreement including this Offer for employment will be deemed to have been rejected by you effective immediately, unless otherwise communicated to you by the Company in writing. Employee's employment will be in accordance with the terms and conditions of this Agreement and the Company's policies and procedures as amended from time to time.

---

Protiviti India Member Private Limited (CIN: U93000HR2009PTC057389)

*EA-IND-010322-O*

Regd. Office: 15th Floor, Tower A, DLF Building No. 5, DLF Phase III, DLF Cyber City, Gurgaon – 122 002, Haryana, India

T +91.124.661.8600 F +91.124.429.0570 www.protiviti.i

1

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**protiviti**<sup>®</sup>  
Global Business Consulting

*Private & Confidential*

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**Principal**  
**Heramba Chandra College**  
**Kolkata-700 029**



## Offer Letter

Name: Md Taher Khan  
Date: Tuesday, February 8, 2022

Dear Mr. **Md Taher Khan**,

We are glad to inform you that you have been selected for the position of **Business Development Trainee - Sales** in our organization with the Business Development Team for a **period of 6 weeks**, with an opportunity to be offered a permanent position of Business Development Associate at the end of the training period, based upon the following terms and conditions.

The **first 2 weeks of this training will be classroom training** at the Joining Location itself. It will then be followed by **4 weeks of "On-the-Job Training (OJT)"**, to be conducted at the OJT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location as a Business Development Associate.

### 1. Employment Details:

Department: Business Development  
Designation: Business Development Trainee - Sales  
Reporting Manager: Aishvary . (TNL201611035)  
Reporting Time: 9:30 AM  
Joining Location: Byjus Kolkata - 12th Floor, P.S Srijan Tech Park, DN -52, Sector 5, Salt Lake, Kolkata-700091, West Bengal  
OJT Training Location: Byjus - Kolkata  
Role Location: Kolkata


**2. Date of Joining:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, February 15, 2022**. Your work location after conversion to the role of Business Development Associate would be **Kolkata** 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.

**3. 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.

**4. 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 3. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

**5. 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).

**6. Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you. This offer of employment will be subject to the satisfactory performance during the training period and submission of all necessary documents including educational and professional certificates and may be rescinded in the event of non-compliance.

  
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not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales. 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.

**7. Cost to the Company:** Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your training period.

**8. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

**9. Expense Reimbursement:** In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

**10. Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

**11. Leaves:** You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

**12. Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2\* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.


*(\*In case, where this agreement is extended, as per Clause 4 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)*

**13. Termination:** Subject to Clause 3, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of resignation, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be entitled to any compensation in the future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the Confidential Information Agreement, forthwith return all Company properties, movable and immovable.

  
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and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

**14. Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

**15. Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

**16. Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

**17. General Provisions:**

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.


d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations

  
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liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,


Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature:

*This is system generated offer letter and does not require authorized signature.*

  
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# CASTLE LIQUORS (P) LTD.

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Date: 18th January 2022

V Dessa  
1C/1A Motijheel Lane  
Kolkata 700015

Dear Mr Vivek

We are very much pleased to offer you the position of Junior Accounts Assistant in our esteemed organisation on and from 21st January 2022.


You will be expected to work eight hours/day and 40 hours/week. Our office opens at 10:00 a.m. and closes at 6:00 p.m. with 1hour lunch break in between, on all weekdays except Saturday when the office closes at 3 p.m. The other terms and conditions regarding your employment will be in terms of our internal rules, policies and procedures.

Further also please note that this offer letter is not intended nor should it be considered as an employment contract for a definite or indefinite period of time.

Do not hesitate to call if you have any questions prior to acceptance of this offer.

Please sign and submit a copy of this letter as a token of acceptance of this offer

Thank You  
For Castle Liquors Private Limited

  
Director  
H. Gen



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WHOLESALE WINE MERCHANT