

26/10/2021

To,

Mr. Haran P V

Altharamoodu, Chirayankeezhu P.O

Thiruvananthapuram

Kerala

Pin: 695304

Dear Haran,

Welcome to Ecesis Group of Companies!

It gives us great pleasure to offer the role of **Data Associate Trainee**, for which you have interviewed with us.

The compensation and other benefits that you would be entitled to are stated in the enclosure of this letter and the one-year bond agreement. We request you to go through both and return the enclosed duplicate copy of the letters in acceptance of the same.

Accordingly, we will arrange to issue to you a detailed letter of appointment, which we agreed will be any day on or before 27/10/2021. The Probation Period may be extended if your performance is underrated.

The role, in which you join us, is a very important one which will entail dealing with important and sensitive information, records and such other matters of the company. You will, therefore, be required to sign a "Code of Conduct and Non-Disclosure Agreement" of our company at the time of your joining the company.

We look forward to you joining our team. We are sure that you will have a bright career with our company.

We take this opportunity to welcome you and your family into the folds of our company.

Nb: We hope that you find this offer acceptable and are looking forward to working with you. Please signify your acceptance by reverting your confirmation via email.

Warm Regards,

NAVYA. J
HR-Department



ECESIS BPO SERVICES PVT LTD

+1 (561) 372-7100 | +91 9074921595

info@ecesis.tech | ecesisbusiness

www.ecesis.tech

November 2, 2021

HRD/1002125343/21-22

Ms. Sreelekshmi Ig

Vaishnavam
Kudavoor
Thiruvananthapuram-695313
India

Ph: +91-8129054106

Dear Sreelekshmi,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **25-Nov-2021**.

Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

Outgoing Students who got Placements (2018-2021 Batch)

Name of Student	Class	Year	Designation	Institution
Haran P. V.	B.Sc. PCA	2018-21	Data Associate Trainee	Ecesis BPO Services Pvt. Ltd
Sreelekshmi I G	B.Sc. PCA	2018-21	Operations Executive Trainee	Infosys

SEAL



[Handwritten Signature]
6/12/2021
PRINCIPAL

GOVERNMENT COLLEGE KARIAVATTOM

PRINCIPAL
Government College
Kariavattom-Tvm.