

22<sup>nd</sup> December 2021

**Shruti Sanjay Dalvi,**  
Flat No. 13, Shetye Resicom,  
Bicholim - Goa.  
Mob - 7875800440

**Sub: Offer for Trainee as part of Internship for Semester VI - MCA**

Dear Shruti,

We take pleasure in inviting you to join IMMO Information Technology team as a **Trainee, as part of Internship for Semester VI – MCA** at Mercus, Goa.


**WORK TIMINGS, LEAVES AND REMUNERATION:**

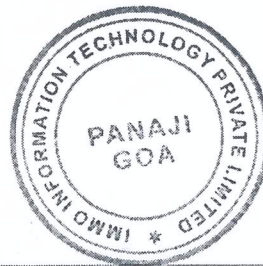
- Internship Period: From 10<sup>th</sup> January 2022 to 30<sup>th</sup> June 2022.
- Working hours: 9:00 am to 6:00 pm (1:00 to 2:00 pm Lunch break). In case of work from home the timings will be 12.00 pm to 9.00 pm (1.30 to 2.00 pm Lunch break & 04.30 to 5.00 tea break).
- 5 days week (Saturday & Sunday Off). 01<sup>st</sup> Saturday of the month is a working Saturday.
- Privilege Leaves: 06 leaves during the period. Public holidays as decided for the year.
- You will be governed by the timings and the hours of work applicable to the establishment wherein you are posted, and you may be called upon work, as required.
- Your remuneration for the period would be ₹ 15,000/- (Rupees Fifteen Thousand Only) per month from January 2022.

At the end of the Internship period you may be offered a position in the company only on successful completion of the tasks assigned to you during Internship period and your suitability as per the ongoing projects that time, subject to management decision.

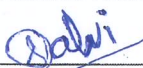
We once again welcome you at IMMO Information Technology and look forward to your contributions in growing the business with the team here.

Best Wishes,

  
**Nimish Shikerkar**  
CIO/Director



I have read the offer letter and I am happy to accept Internship at IMMO Information Technology. I will be joining Mercus office on 17<sup>th</sup> Jan 2022 and look forward to being a part of the IMMO Information Technology Team.

 (Sign)  
(Shruti Sanjay Dalvi)