



सुनराईज मोडर्न स्कूल

इंग्लिश मीडियम - गुजराती माध्यम

GOOD DREAMS SCHOOL

English Medium

Kg & Std-1 to 12

ओम रेसिडेन्सी, शिवम रेसिडेन्सी के सामने,
ग्लास फैक्टरी के पास, कीम-कुवार्दा रोड, डि. सुरत.

7069 800 200

Date: 01 / 06 / 2022

JOINING LETTER

Mr. Padvi VipulBhai ChampakBhai has applied on 01/06/2022 for as an English subject assistant teacher; was joined our institute at 13th June, 2022.

Principal
Good Dreams School
Kuvadra, Di- Surat.



ગુવનવીપ એજ્યુકેશન ટ્રસ્ટ સંચાલિત

(ટ્રસ્ટ રજી. નં. ઈ / ૫૫૬૨)

એન.ડી.એસ. વિદ્યાલય (ઉ.મા.)

Index No. 18.341(G)

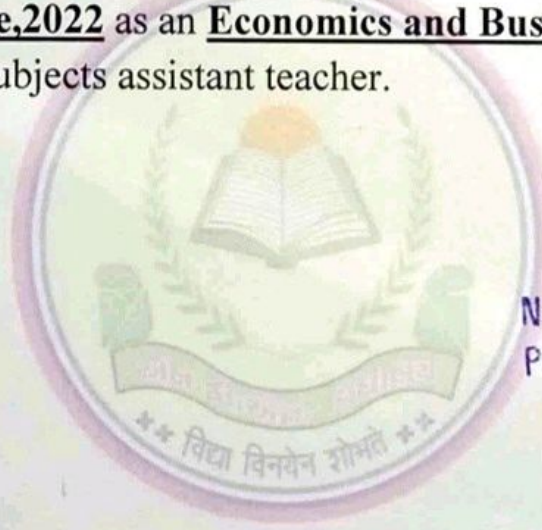
શાળા માન્યતા ક્રમાંક : મહિમશબ / ૬ / ન.શા. / જુ.-૦૭ / ૧૬૨ / ૧૬૩

જા. નંબર : 52122

તારીખ : 17, Oct, 2022

JOINING LETTER

Rangapariya Kinjalben Batukbhai, was joining our insitute at 6th june,2022 as an Economics and Business Administration subjects assistant teacher.



NB
Principal

N.D.S. VIDHYALAYA (H.S.)
PUNAGAM ROAD, SURAT.

રાધા-કૃષ્ણ સોસાયટી, બોરડા ફાર્મની બાજુમાં, નારાયણનગરની સામે, પુણાગામ રોડ, સુરત.
ફોન : ૬૫૯૭૩૮૪



જિલ્લા પંચાયત શિક્ષણ સમિતિ સુરત સંચાલિત

ઉચ્ચતર પ્રાથમિક શાળા પીપોદરા ૩

તા.માંગરોળ, જિ.સુરત

સ્થાપના : ૩-૦૯-૧૯૦૪

E-mail : pipodara.mng.srt@gmail.com

DISE CODE : 24220609701

જાવક નં. :

તારીખ : ૦૨/૧૦/૨૦૨૨

Experience Certificate For Teacher

To Whom it may Concern

we hereby certify that miss priyakumari hitendrabhai chauhan worked as a pravasi Maths teacher std.6-8 in our pipodara primary school from 1st july2022 till 30 september 2022.

she worked enthusiastically and with sincere efforts and demonstrated diligent interpersonal skills.she has been very helpful and dedicated throught her period served in PIPODARA PRIMARY SCHOOL.

We wish her all the success and growth in her future.

Sincerely,


principal

ઉચ્ચતર પ્રાથમિક શાળા પીપોદરા
pipodara primary school



Offer Letter

Date: 28th May,2022

To,
Ms. Divya Patel
Email: devuptl6789@gmail.com

Sub. Offer Letter for the position of ‘Trainer-Digital Learning Centre’, CSRBOX Group

With reference to your *Curriculum Vitae* and subsequent selection process, we are pleased to make you a formal offer on contract as ‘Trainer-Digital Learning Centre’ with CSRBOX Foundation Group (represented by Renalysis Consultants Pvt. Ltd. and SMEC Trust, and referred as CSRBOX Foundation in this document) on a monthly salary of INR 15000. You ‘ll be on probation for the initial two months.

Leave entitlement: 8 casual leaves, 6 sick leaves and 10 calendar holidays (as per office calendar) in a year. Casual leaves will require prior approval from the management. A medical certificate needs to be presented in case of two or more than two continuous sick leaves. During probation you are entitled for one day leave in a month.

Your monthly salary structure is as below:

Salary (INR)*	Probation	Post Probation
Monthly	15,000 (in hand)	15,000 (in hand)

*Subject to TDS as per the IT act.

***Includes:** Basic salary, HRA, medical allowance, project allowance (including mobile/internet expense) Onsite project travel expense will be reimbursed as per actual.

Location: KakaBa Hospital, Hansot (Bharuch)

Terms and conditions of the appointment:

1. The company does not offer any insurance policy. You are requested to subscribe appropriate medical/health insurance for yourself.
2. The breakup of the salary is made in a way so as to keep the income tax liability on part of the individual employee at a minimum and hence, the fixed monthly salary has component such as Basic pay, HRA, Project /Special Allowance, Medical allowance.
3. Your salary would be paid to you on a monthly basis as per company’s normal payroll cycle, net of all deductions, including necessary income tax withholding.
4. Packages are reviewed at the end of the completion of one year, and any increment, if awarded, will be effective from 13th month of your working period with renewal of the contract.
5. All normal terms & conditions pertaining to CSRBOX Foundation will be applicable to you until the renewal of the contract is done.

6. During your employment with CSRBOX Foundation, you shall not:

- a. Seek any other post or position elsewhere or undertake work, or do any consultancy for any entity whether part time or full time, or engage yourself in any profession or employment, whether in an honorary capacity or otherwise, without the prior written permission of the management of CSRBOX Foundation.
- b. Seek support for any study or course or visit abroad or proceed abroad for any purpose whatsoever, without the prior written permission of CSRBOX Foundation.
- c. Divulge in any of the affairs of CSRBOX Foundation to any other organization, person or persons during or after your employment with CSRBOX Foundation without prior consent in writing of CSRBOX Foundation. In case it is found that you have leaked out any information/document to an outsider or person not concerned with the matter, strict action will be taken against you, which may include immediate termination of services and payroll loss.
- d. If at any time, it comes to light that particular furnished by you for seeking appointment in CSRBOX Foundation are untrue or incorrect, or if any material or relevant information has been suppressed or concealed, your services will be liable to be terminated without payroll processing by CSRBOX Foundation and without any notice or advance intimation of any type.
- e. CSRBOX Foundation reserves the right to utilize your services at any place or in any capacity as per the requirements of the organization such as travelling to project and event sites or for meetings.
- f. The usage of personal social media platforms including chat-apps, mobile usage is restricted to the extent that it does not affect employees' performance and deliverables.

For any of the stated clauses above, if the incumbent is found guilty, the management reserves the rights to take strict actions against incumbent which may include immediate termination and pay loss.

7. You need to give at least sixty days advance notice before leaving the organization and vice versa, post-probation. However, during the probation, if the management finds that your performance is not in line with the expectation of the job position, you may be asked to find other opportunities with five (working days) notice. In both the periods non-working days, holidays etc. shall not be accounted after the notice and no salary against the same shall be credited.
8. If the candidate is leaving the organization or vice versa, or is terminated from the position, all the actual advances/expenses regarding planned business travel, accommodation etc. are liable to be deducted from the final settlement amount.
 - 8.1 If the candidate for any reason is not able to complete first month of the employment with CSRBOX Foundation, his/her pro-rata payout will be subject to Management discretion.
9. We operate in 6 working days a week.
12. The organization may use your services for other locations as and when required, including travel related to the assigned portfolio and upcoming projects.
13. You will report to the Project Manager at CSRBOX Foundation, the in-charge of your duties, who will assign the specific work and duties to be performed by you from time to time.
14. This agreement will be auto-renewed next year and applicable until the new contract is furnished and signed by you.



4 c

CSRBOX Foundation welcomes you within its family and look forward to a long-term association. This comes to you with our best wishes and we look forward to having you in our team for the furthestmost of our work.

A handwritten signature in black ink, appearing to read "Bhomik Shah", is written on a light-colored background.

Bhomik Shah
CEO and Director

Signature of the candidate

Terms of References

Other Terms and Conditions:

1. Your joining date will be 1st June, 2022.
2. You are required to conduct sessions from 9AM to 6PM and conduct multiple sessions in a day. (Session timings are subject to change as per students' availability. However, the trainer will be required to serve 8-9 hours per day).
3. The sessions will be conducted 6 days a week.

Role and Responsibilities:

- (a) Trainer is required to submit the training plan and activity/lesson planner with the BharatCares before the commencement of the training session.
- (b) Trainer should provide worksheet/assignment sheet to the learners after completion of each session on day-to-day basis and evaluate them. The evaluated sheets need to be submitted to BharatCares so that learner's portfolio can be made.
- (c) Trainer should maintain the attendance record of the learners and share the updates daily with BharatCares.
- (d) Trainer needs to conduct the assessment post completion of his/her module and evaluate the learners on the basis of performance.
- (e) Trainer shall engage with the learners of the batch and solve their day-to-day queries.
- (f) The training session conducted by trainers should be of 60-75 minutes.

Note: BharatCares is authorized to take video recordings of the training sessions conducted by the trainer.

The above-mentioned responsibilities give a broader overview but certainly not limited to.

Signature of the candidate