

APPOINTMENT LETTER FOR INTERNSHIP TRAINEE

To

Ms. Priyanshi Bagh
Enroll No ICG/2018/26533
IIS Deemed to be university
Jaipur Rajasthan

SUBJECT:-Appointment of Ms Priyanshi Bagh as an internship trainee.

Dear Ms Priyanshi Bagh,

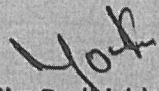
We are pleased to appoint you as internship trainee. The appointment shall continue for next 45 days. During the said training period you will undertake the the roles & responsibilities delegated by your supervisor whom you will be reporting directly.

During the period you will not be eligible for any fixed salary or benefits. During the employment you may have access to confidential business information belongs to the Company. By accepting this offer of employment you acknowledge that you must keep all this information strictly confidential and refrain from using this for your own purpose or from disclosing it to anyone outside the company. In addition you agree that upon conclusion of your employment you will immediately return to the company all of its property, equipment and documents including electronically stored information.

To indicate your acceptance to said appointment. Please affix your signature on both copies of the agreement and send it back at the earliest possible time.

Congratulations and welcome to the Company!

For Greenlam Industries Ltd.


(Monika Dadhich)
A.G.M-HR

IIS (deemed to be) UNIVERSITY, JAIPUR

Corporate Internship

Feed-Back Form

MBA- Batch 2018-20

Intern's Name:	PriyanshiBagh
Mentor's Name:	Surendra Pareek/Sunil Thakur
Organization:	Greenlam Industries Ltd.
Designation of the Mentor:	Ass. Manager/Sen.Executive, Import
Joining Date of the Intern	15 th - May-2019

*Please tick Yes/No

1. Work Assigned to the intern.

We have assign below work process to Intern during training With Using SAP-S4-HANA (Process for Import Raw Material&export)

A) Paper Requirement planning, **Design paper requirement planning-Consumption based**

C) Export/Import Logistics (Communication With CHA or forwarders ,Railing, vessel Planning, BL/Bill of entry, At port of Loading,VGM, Analysis TAT Reports)

D)Raw Material/FG Warehousing Using 5S,Bin Card, And FIFO,

E)Export Order Receive at PLANT Checking The RAW Material Availability or Production of material Considering all steps(Sanding, Cutting, Quality, Marking, Lamination etc.)

F)Product/Raw Material Specification Addressing To Customer,

G)Product (all Five Vertical) Pricing Process With Using PH(Product Hierarchy)

H) Customer Feedback Scenario/CACA

I) MIS Reports Regarding EXPORT Check And Update ON SAP-S4-Hana,

j)Understand ISO: Policies ,Origination Structure, Sales Hierarchy, Controlling Area,

**YASH TATA MOTORS
(BHILWARA)**

30th/ 05 / 2019

Subject: appointment as an internship trainee

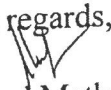
Dear Girisha Khemani

YASH MOTORS is pleased to appoint you as internship trainee. This appointment shall start on Tuesday , 28th May 2019 and shall continue for next 45 days. During the said training period, you will understand the roles and responsibilities delegated to you by your supervisor. During this period you will not be eligible for any fixed salary and benefits. However, we will provide you the certificate.

During your employment as an internship trainee, you may have access to business information belonging to the company which is to be kept confidential. In addition, you agree that, upon conclusion of your employment, you will immediately return to the company all of its property, equipment and documents, including electronically stored information.

Congratulations and welcome!

Best regards,


Sharad Mathur
General Manager.

Authorized dealer of Tata Motors

YASH MOTORS

Near Sukharia Circle, Gaurav Path
BHILWARA 311001 (Raj.)
Tel.: 01482-264181, 264441, 264017
Fax: 01482-264395, Mobile: 92144-70451, 92144-67751
e-mail: yashmotors@datainfosys.net yashmotors@rediffmail.com

YASH MOTORS

In front of Meera Smriti Sansthan
Gram Ochari Nimbahera Road
CHITTORGARH (Raj.)
Tel.: 01472-244251, Fax: 01472-243251
Mob: 92144-80751, 92140-70651



Date: 12/06/2019

Dr.Roopam Kothari,

IIS University Jaipur

Sub: Internship joining Letter

Madam,

We are pleased to inform you that Ms.AKSHITA JINDAL, student of MBA of your University is allowed to complete her 45 days Internship Program from

12st June 2019 and shall continue for next 45 days at STAR EVENT

Congratulations and welcome to the company !

Best Regards,

Director

Arjun yadav

Star Event

f-166 goutam marg, c-scheme

Jaipur



nivedita singh <nivedita.singh@iisuniv.ac.in>

Internship in HR Department

Saloni Sapra <saloni.sapra@dbcorp.in>
To: nivedita.singh@iisuniv.ac.in
Cc: Ankita Mishra <ankita.mishra@dbcorp.in>

Thu, Jul 18, 2019 at 3:01 PM

Dear Mam,

Naveena is doing internship in HR Department with Dainik Bhaskar.

Her internship is of 45 days and will end on 25th July.

--
Thanks and Regards

Saloni Sapra

The information in this e-mail and any attachments is confidential and may be legally privileged. It is intended solely for the addressee or addressee's. If you are not an intended recipient, please delete the message and any attachments and notify the sender of nondelivery. Any use or disclosure of the contents of either is unauthorised and may be unlawful. All liability for viruses is excluded to the fullest extent permitted by law. Any views expressed in this message are those of the individual sender, except where the sender states them, with requisite authority, to be those of the organisation.



METRO

MANAS AROGYA SADAN
HEART CARE &
MULTISPECIALITY HOSPITAL

(A Unit of Metro MAS Hospital Pvt. Ltd.)

CIN No. U85100DL2011PTC220686

CONFIDENTIAL

Date: 18th May, 2019

To,

Ms. Vaishali Sharma
Jaipur.

SUBJECT: APPOINTMENT LETTER

Dear Ms. Sharma

With reference to your application dated 10th May, 2019 and subsequent interviews, we are pleased to appoint you as a "Trainee- HR" at Metro M.A.S Heart Care & Multi Speciality Hospital, Jaipur with effect from 18th May, 2019. On the following Terms & Conditions:

TERMS & CONDITIONS

NATURE OF EMPLOYMENT

- (i) Your appointment is for a period of 45 days from the date of joining. The Hospital may at its discretion, extend or reduce probationary period(s) subject to your performance.
- (ii) On successful completion of training period, you will be issued a certificate letter in writing.
- (iii) In case your services are not found satisfactory during your training period your services will automatically cease at the completion of your tenure period.

EMOLUMENTS

There would be no stipend.

DUTIES AND RESPONSIBILITIES

- (i) The management expects you to discharge your duties responsibly, loyally, diligently and honestly.
- (ii) You will work under the supervision of such officers as may be decided by the management from time to time. You shall diligently and satisfactorily carry out instruction given to you to the best of your knowledge, skills and ability
- (iii) You will be bound by rules and regulations and office orders in force and framed by the management/ hospital from time to time in relation to your service conditions, which will form part of your terms of employment.

Manas Arogya Sadan, Shipra Path, Near Technology Park, Mansarovar, Jaipur - 302020 | +91 141 6661234
Page 1 of 5
E-mail: metromas@metrohospitals.com Website: www.metrohospitals.com



H-2016-0381

MHHI/CL/0115/Rev.No.02

Regd. Office :

21, Community Centre

Preet Vihar, Delhi - 110 092

Tel.: +91 11 2246 0000, 22460005-10

Corporate Office :

X-1, Sector-12, Noida - 201 301

Tel.: +91 120 4366 666, 2444466

E-mail: metro@metrohospitals.com

meema

WORKING HOURS

- (i) Your duty timings will be as per Hospital Policies.
- (ii) You will record your attendance as per the rules of the hospital.
- (iii) You will be governed by the Hospital's rules on working hours. You may also be called upon to attend duties on extended time and days, if and when the exigencies of work so demand. You will also be expected to put in extra hours voluntarily, in case your work-load so demands.

LEAVE OF ABSENCE

You will be eligible for leave and other benefits as per the service rules/Standing Orders of the Hospital.

FALSE INFORMATION

At any time, if the Hospital finds that the information given by you at the time of appointment or later on is false, it would entail automatic termination of your service without notice or compensation.

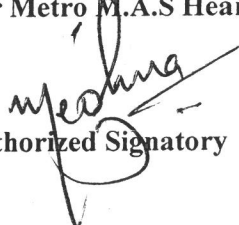
*** Additional clauses if required shall be added to your appointment letter at any stage of your service with this organization.*

The terms and conditions of this contract shall be strictly maintained confidential by both the parties.

Kindly sign the duplicate copy of this Appointment letter and return the same to us as token of your acceptance of the appointment on the above terms and conditions.

With best wishes,

For Metro M.A.S Heart Care & Multi Speciality Hospital


Authorized Signatory


.....
(AGREED & ACCEPTED)

DATE: ...18th May.. 2019

C.S.T./R.S.T. NO. 0610/00757 DT. 1-5-1987
TIN No. 08831000748 GSTIN : 08AACCS0249N1Z4
CIN - U17124RJ1986 PTC003648

SONA TEXTILES PVT. LTD.



OFFICE :
Swastika Chambers
Ganesh Temple Road
Gandhi Nagar, Bhilwara-311001
Phone : 246301, 246302, 247021
247022, 246596, 246816
Resi. : 265730
Fax No.: 01482-247023
E-mail : goodwill1@bsnl.in

WORKS : Unit I
GRAM : BADESARA
TEH.: SHAHPURA (Bhilwara)
PHONE : 01484-222084, 222271
WORKS : Unit II
F-85, RIICO Ind. Area
Bhilwara-311 001
PHONE : 260828, 260829
WORKS : Unit III
G-62, RIICO Ind. Area
Bhilwara-311 001
PHONE : 260368

Ref. No.

Date.....

May 13, 2019

Shubhangi Mundra
Bhilwara

Sub: your application for internship

Dear Shubhangi,


This has reference to your application regarding internship with us. In this regard, please note that your application has been accepted and we are pleased to offer you a learning opportunity with us.

Your training / project work would start from **May 15, 2019 to June 30, 2019.**

You are also expected to act within the applicable laws and regulations and internal procedures both in letter and spirit.

This letter should not be construed as an offer for employment in sona textile pvt. Ltd. At no point in time during the training period should the trainee represent to any person, firm or entity that he or she is an employee of sona textile pvt. Ltd.

Thanking you,


Naresh Kumar Jagetiya
(Finance Manager)
Sona textile pvt. Ltd.



ROKI Minda Co. Private Limited
CIN No. U34300DL2010PTC211292

May 27, 2019

Ms. Hitasha Sharma,
IIS University,
Jaipur, Rajasthan-302020.

Subject: - Acceptance of Internship Application

Dear Ms. Hitasha,

This Letter is to confirm the acceptance of your Summer Internship Application. You will be engaged as unpaid intern in HR Department at our ROKI Minda, Bawal, Haryana, Plant for a period of 45 days from 27th May 2019 to 10th July 2019. Mr. Rakesh Kumar, (Manager – HR) will be your project guide.

You will be abide by all rules and regulations of the Company, which are in operation from time to time. It must be clearly understood that you will be amenable to the discipline, especially with regards to working hours. Company have no liability whatsoever in respect of any accident that you may sustain during the tenure of training with us.

Yours Faithfully,

For- ROKI Minda Co. Private Ltd.


Authorized Signatory

No.:

Date: 8th July 2019

To Whom It May Concern



This is to certify that Ms. Antra Mathur, a student of MBA HR (IIS University), has successfully completed her 45 days internship at Sanguine Global Consultants from 21st May 2019 till 30th June 2019 under the guidance of Ms. Ritu Vijay on the project titled "Impact of e-recruitment through consultancy on satisfaction level of recruited people with special reference to Sanguine Global Consultants".

During the internship programme, we found her punctual, hardworking and keen to learn.

We wish her good luck for her future endeavors.

For: Sanguine Global Consultants

Authorized Signatory



21st May'19
Ms. Antra Mathur,
IIS University, Jaipur

SUBJECT: Appointment of Ms. Antra Mathur as an Internship trainee

Dear Ms. Antra,

Sanguine Global Consultants is pleased to appoint you as internship trainee. This appointment shall start on Tuesday, 21st May 2019 and shall continue for next 45 days. During the said training period, you will undertake the roles and responsibilities delegated to you by your supervisor whom you will be reporting directly.

During this period you will not be eligible for any fixed salary and benefits. However if you perform well and complete the assignments given to you then company may give bonus amount to you. Amount will be decided by company only.

During your employment, you may have access to confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

To indicate your acceptance to said appointment, please affix your signature on both copies of the agreement and send it back at the earliest possible time.

Congratulations and welcome to the company!

Best Regards,

Ritu Vijay
Director



Antra Mathur
Accepted



ROKI Minda Co. Private Limited
CIN No. U34300DL2010PTC211292

May 27, 2019

Ms. Hitasha Sharma,
IIS University,
Jaipur, Rajasthan-302020.

Subject: - Acceptance of Internship Application

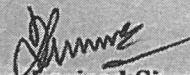
Dear Ms. Hitasha,

This Letter is to confirm the acceptance of your Summer Internship Application. You will be engaged as unpaid intern in HR Department at our ROKI Minda, Bawal, Haryana, Plant for a period of 45 days from 27th May'2019 to 10th July 2019. Mr. Rakesh Kumar, (Manager – HR) will be your project guide.

You will be abide by all rules and regulations of the Company, which are in operation from time to time. It must be clearly understood that you will be amenable to the discipline, especially with regards to working hours. Company have no liability whatsoever in respect of any accident that you may sustain during the tenure of training with us.

Yours Faithfully,

For- ROKI Minda Co. Private Ltd.


Authorized Signatory





ROKI Minda Co. Private Limited
CIN No. U34300DL2010PTC211292

Date: 10.07.2019

TO WHOMSOEVER IT MAY CONCERN

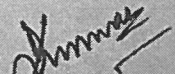
This is to certify that **Ms. Hitasha Sharma D/o Sh. Hariom** student of M.B.A - HR from IIS University, Jaipur (Raj.) has successfully completed her training from the period of 27th May 2019 to 10th July 2019. She was exposed to HR Department Functions.

Her conduct was found satisfactory during the period of employment with us as a trainee.

We wish all success in her life and career.

Thanking You,

For- ROKI Minda Co Private Ltd.


Authorized Signatory.

MANU YANTRALAYA (P) LTD.



AN ISO/TS 16949:2009, ISO 14001:2004, OHSAS 18001:2007 & ISO 50001:2011 COMPANY

18th MAY,2019

Ms. Komal agarwal

IIS UNIVERSITY

JAIPUR,RAJASTHAN-302020

SUBJECT- ACCEPTANCE OF INTERNSHIP APPLICATION

DEAR MS. Komal,

This letter is to confirm the acceptance of your Summer Internship Application

We have pleased to confirm you that you have been selected to undergo your internship training in our Human Resource Department with effect from 16th May 2019 for a period of 45 days.

During his period, you have to undergo the practical and theoretical part of overall basic job knowledge and skills of the Human Resource department.

Thanking You

Manu Yantralaya, Jaipur Ltd.

Rahul yadav

Human Resource Executive



REGD. OFFICE AND PLANT : F-701-702, SITAPURA INDUSTRIAL AREA, JAIPUR - 302 022 (INDIA)

SEZ PLANT : PA-011-004, ENGINEERING RELATED SECTOR - SEZ, MAHINDRA WORLD CITY (JAIPUR)
LTD. VILLAGE KALWARA, THE SANGANER, JAIPUR -302 037 (INDIA)

TEL : 91-141-2771412

E-MAIL : a.banthia@manujaipur.com

WEB : www.manujaipur.com



JAI MAHAL PALACE
JAIPUR

31st May, 2019

**Ms. Neha Kanwar ,
56, Hawa Sarak,
Nandpuri ,
Jaipur .**

Dear Ms. Kanwar,

We are pleased to confirm you that you have been selected to undergo your Internship Training in our Human Resources department with effect from 1st June 2019 for a period of 45 days.

During this period, you have to undergo the practical and theoretical part of overall basic job knowledge and skills of the Human Resources department.

Thanking you,

Yours faithfully,
For Jai Mahal Palace, Jaipur

Rajendra Kumar Sharma
Human Resources Manager



JOINING REPORT

Name of Employee: - *Saloni Junja*

Designation: - *Intern*

Department: - *HR*

Date of Joining: - *3.06.2019*

Dear Sir/Madam,

This is with reference to your offer for the post of H.R Intern in your organization.

I hereby join my duties i.e. today 3rd June before noon with the acceptance of all terms and conditions as per Institution service rules.

Thanking you

Yours faithfully

Employee Name & Signature

Forwarded by:-

Bhattacharya

Head- HR & Training



PNC Infratech Limited

An ISO 9001:2008 Certified Company

Date:- 23.05.2019

To,
Dr. Shivi Saxena
Placement Officer
IIS (Deemed to be University)
SFS / Agarwal Farm / Mansarovar
DISTT. – JAIPUR (RAJ.)
Mob. No. – 8003996504

Sub.:- Summer Internship Training for your MBA - HR Student

Dear Sir,

Please refer to your letter for requesting Summer Internship Training to your MBA – HR Student. we confirm that your request has been considered by our Management for **45 Days** Summer Training

Kindly advised her to report at our Head Office (**Address given below**) for summer Internship training of your following student:-

<u>Sl. No.</u>	<u>Name of Student</u>	<u>Student</u>
1.	Ms. Tanvi Nagwani	MBA - HR

Note:-

- (1) She shall not entitled for Food and Lodging.
- (2) No Stipend / Transport Allowance is payable for Summer

Your Sincerely,

For **PNC INFRATECH LIMITED**


(Authorized Signatory)

CC To:-

(1) Ms. Tanvi Nagwani

Reporting Address: -

PNC INFRATECH LIMITED

Corporate Office

PNC TOWER

3/22 – D, Civil Lines, Agra – Delhi Bypass Road,
NH-2, Near Omaxe SRK Mall,
AGRA (U.P) – 282 002
Phone – 0562 – 4070000



Corporate Office : PNC Tower,
3/22-D, Civil Lines, Bypass Road,
NH-2, Agra-282002

Regd. Office : NBCC Plaza, Tower II,
4th Floor, Pushp Vihar, Sector-V, Saket
New Delhi-110017 (India)

Tel. : 91-562-4054400 (30 Lines)
91-562-4070000 (30 Lines)

Fax : 91-562-4070011

Email : ho@pncinfratech.com

Tel. : 91-11-29574800 (10 Lines)
91-11-29566511, 64724122

Fax : +91-11-29563844

Email : delhioffice@pncinfratech.com

Web. : www.pncinfratech.com

CIN : L45201DL1999PLC195937



ParasharColony, chotibasti,

Pushkar-305022

Mobile 98291674254

Email-smisingbee@gmail.com

Date: 4/06/2019

DR. SEEMA SINGH RATHORE ,

IIS University Jaipur

Sub: **Internship joining Letter**

Sir/madam,

We are pleased to inform you that Miss. Mallika Mudgal, student of MBA of your University is allowed to complete her 45 days Internship at SmisingBee, Pushkar. The internship has started from 27 of May.

I appreciate your kind assistance and co-operation in this regard.

Muskan Parashar

Supervisor

Nikita Dadheech

From: Nikita Dadheech <personnelweaving@sangamgroup.com>
Sent: Monday, July 08, 2019 4:37 PM
To: icg@iisuniv.ac.in
Subject: Approval for Traing : Ms. Prachi Kothari

Dear Sir/Ma'am

Greetings from Sangam (India) Limited.

Your Student Ms. Prachi Kothari, Roll No. ICG/2018/25576 has been completed training with us.

Ms. Prachi Kothari has been Completed her 8 weeks training in Sangam (India) Limited, w.e.f. 21th May 2019.

Thanks & Regards
Nikita Dadheech
Executive HR
Sangam (India) Limited



Ref.-M4S/19-20/JULY/003

Date: 04 July 2019

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Sonu, D/O Bharat Singh, is a student of MBA in HR with enrollment No.26560 in **The IIS University**, Jaipur Rajasthan has successfully completed 45 days (From 20th May, 2019 to 04th July, 2019) training programme at our company M4 Solutions Pvt Ltd, Gurugram Haryana.

During the period of her training programme with us he was found punctual, hardworking and Inquisitive.

We wish her every success in life.

For M4 Solutions Pvt. Ltd.

For M4 Solutions Pvt. Ltd.

Authorized Signature Director



Date: 18TH May, 2019.

To,
Ms. Sonu,
Vpo-Majra(Bhalkhi)
Rewari (Haryana)

SUBJECT: APPOINTMENT OF Ms. SONU AS INTERNSHIP TRAINEE

Dear Ms. Sonu,

M4 Solutions Pvt. Ltd is pleased to appoint you in the position as intern for the HR department. This appointment shall start on the 20th day of May, 2019 and shall end on the 04TH day of July, 2019. During the said training period, you will undertake the roles and responsibilities delegated to you by Mr. Suresh Kumar and you will directly report to him.

Moreover, your salary as an internship trainee shall be Rs 0.00 and shall be subject to review by the department once your training period ends. Furthermore, you will not be entitled to fringe benefits given to regular employees. In case you intend to quit before your training period ends, training shall not be merited.

To indicate your acceptance to said appointment, please affix your signature and send it back at the earliest possible time.

Congratulations and welcome to the company!

Best regards,

For M4 Solutions Pvt. Ltd.

Authorised Signatory



METRO

MANAS AROGYA SADAN
HEART CARE &
MULTISPECIALITY HOSPITAL

(A Unit of Metro MAS Hospital Pvt. Ltd.)

CIN No. U85100DL2011PTC220686

MAS/HR/TR-EXP/2019/0061

Date: 1st July 2019

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. Ishika Varshney** D/O Mr. Anuj Varshney, student of ICG College, The IIS University– Jaipur has undergone training from 18th May 2019 to 1st July 2019, in the HR department under Ms. Meghna Chaudhary on the topic “**A study on Training and Development in Metro M.A.S. Hospital, Jaipur .**”

She has successfully completed the training period and her performance was found satisfactory.

We wish her the very best in all future assignments.

For Metro Hospitals, Jaipur


Authorized Signatory
Authorised Signatory
Human Resources
Metro MAS Heart Care & Multispeciality Hospital
JAIPUR

Manas Arogya Sadan, Shipra Path, Near Technology Park, Mansarovar, Jaipur - 302020 | +91 141 6661234
E-mail: metromas@metrohospitals.com Website: www.metrohospitals.com

Regd. Office :
21, Community Centre
Preet Vihar, Delhi - 110 092
Tel.: +91 11 2246 0000, 22460005-10



H-2016-0381
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Corporate Office :
X-1, Sector-12, Noida - 201 301
Tel.: +91 120 4366 666, 2444466
E-mail: metro@metrohospitals.com



METRO

MANAS AROGYA SADAN
HEART CARE &
MULTISPECIALITY HOSPITAL

(A Unit of Metro MAS Hospital Pvt. Ltd.)

CIN No. U85100DL2011PTC220686

CONFIDENTIAL

Date: 18th May, 2019

To,

Ms. Ishika Varshney
Jaipur.

SUBJECT: APPOINTMENT LETTER

Dear Ms. Varshney

With reference to your application dated 10th May, 2019 and subsequent interviews, we are pleased to appoint you as a "Trainee- HR" at Metro M.A.S Heart Care & Multi Speciality Hospital, Jaipur with effect from 18th May, 2019. On the following Terms & Conditions:

TERMS & CONDITIONS

NATURE OF EMPLOYMENT

- (i) Your appointment is for a period of 45 days from the date of joining. The Hospital may at its discretion, extend or reduce probationary period(s) subject to your performance.
- (ii) On successful completion of training period, you will be issued a certificate letter in writing.
- (iii) In case your services are not found satisfactory during your training period your services will automatically cease at the completion of your tenure period.

EMOLUMENTS

There would be no stipend.

DUTIES AND RESPONSIBILITIES

- (i) The management expects you to discharge your duties responsibly, loyally, diligently and honestly.
- (ii) You will work under the supervision of such officers as may be decided by the management from time to time. You shall diligently and satisfactorily carry out instruction given to you to the best of your knowledge, skills and ability.
- (iii) You will be bound by rules and regulations and office orders in force and framed by the management/ hospital from time to time in relation to your service conditions, which will form part of your terms of employment.

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Page 1 of 5 E-mail: metromas@metrohospitals.com Website: www.metrohospitals.com

Regd. Office :

21, Community Centre
Preet Vihar, Delhi - 110 092
Tel.: +91 11 2246 0000, 22460005-10



H-2016-0381
MHHI/CL/0115/Rev.No.02

Corporate Office :

X-1, Sector-12, Noida - 201301
Tel.: +91 120 4366 666, 2444466
E-mail: metro@metrohospitals.com

Mechina

WORKING HOURS

- (i) Your duty timings will be as per Hospital Policies.
- (ii) You will record your attendance as per the rules of the hospital.
- (iii) You will be governed by the Hospital's rules on working hours. You may also be called upon to attend duties on extended time and days, if and when the exigencies of work so demand. You will also be expected to put in extra hours voluntarily, in case your work-load so demands.

LEAVE OF ABSENCE

You will be eligible for leave and other benefits as per the service rules/Standing Orders of the Hospital.

FALSE INFORMATION

At any time, if the Hospital finds that the information given by you at the time of appointment or later on is false, it would entail automatic termination of your service without notice or compensation.

*** Additional clauses if required shall be added to your appointment letter at any stage of your service with this organization.*

The terms and conditions of this contract shall be strictly maintained confidential by both the parties.

Kindly sign the duplicate copy of this Appointment letter and return the same to us as token of your acceptance of the appointment on the above terms and conditions.

With best wishes,

For Metro M.A.S Heart Care & Multi Speciality Hospital


Authorized Signatory


.....
(AGREED & ACCEPTED)

DATE:..... 18 May 19

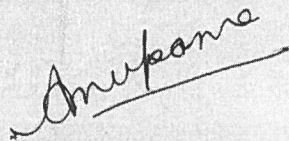
RBH/2019/July/HRD/534

Date: - 05- July-2019

To whom so ever it may concern

This is to certify that Ms. Quinjal Jain has successfully completed her internship training in HR department from 21st May 2019 to 04th July 2019.

We found her sincere, punctual & hardworking. We wish her every success in her future and career.



Anupama Sharma
Unit HR Head
Human Resources

Date: 15.07.2019

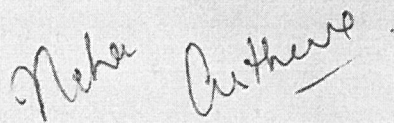
TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. **Twinkle Choudhary D/o Ranpal Singh Choudhary** student of MBA-HR from **THE IIS UNIVERSITY JAIPUR** has undergone internship in 'Human Resource Management' at Aagman Creations with effect from **08th May, 2019 to 08th July, 2019** INR 20,000 was paid as stipend during her two month internship period.

During her tenure, Ms. Twinkle has exhibited total commitment towards the work assigned with zeal and enthusiasm to succeed. She has been found punctual, hardworking and inquisitive.

We wish her all the best for her future endeavors.

For, Aagman Creations



Neha Asthana

AAGMAN CREATIONS
99, Bajrang Vihar
Gopalpura, Jaipur-302018
Ph: 7414-885522

GSTIN No. : 08AWUPA4613M1Z6
99, Bajrang Vihar, Near C K Birla Hospital, Gopalpura Bypass, Jaipur-302018
Contact No. : +91 7414-885522, +91 7414-888552
E-mail : salesaagmancreations@gmail.com, Web. : www.aagmancreations.com

दैनिक भास्कर

DBCL/HR/2019
8th July 2019

TO WHOMSOEVER IT MAY CONCERN




This is to certify that Miss. KARISHMA MANGTANI student of IIS University; Jaipur has done summer internship training from Dainik Bhaskar in HR and admin department from 20th May to 5th July 2019. The topic of her internship was "Impact of Employee Engagement on satisfaction level of employees".

*During her training period she found sincere.
We wish her all the best for her future career!!*

For DB Corp Ltd.



KL Tak
Manager HR

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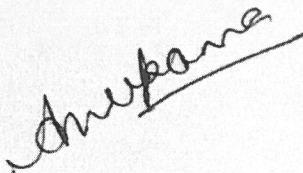
RBH/2019/July/HRD/535

Date: - 05- July-2019

To whom so ever it may concern

This is to certify that Ms. Neha Sharma has successfully completed her internship training in HR department from 21st May 2019 to 04th July 2019.

We found her sincere, punctual & hardworking. We wish her every success in her future and career.



Anupama Sharma
Unit HR Head
Human Resources

KRISHNA GRUPO ANTOLIN PVT. LT.

CIN : U00000HR2004PTC049273

Dated:- 09.07.2019

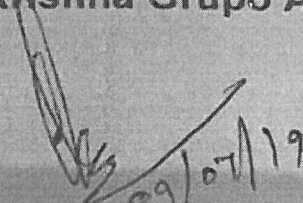
TO WHOM IT MAY CONCERN

I hereby certify that Ms. Radhika Verma a student of IIS University, Jaipur MB HR associated with us as a trainee from 20th May 2019 to 5th July 2019. She demonstrated as a diligent and truthful person. Her leadership skills were outstanding and very helpful and highly appraised by our staff.

All of us wish her the best in his career path and future and would like to thank her for her excellent contribution.

Yours faithfully,

For Krishna Grupo Antolin Pvt. Ltd.


Pardeep Yadav
Plant Head- HR

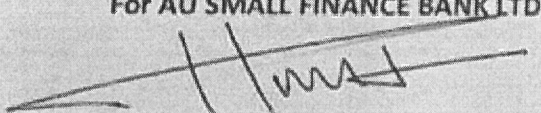
Regd. office : Plot No. 47, Sector-3, IMT Manesar, Gurgaon - 122 050
Works : Plot No. 47, Sector-3, IMT Manesar, Gurgaon - 122 050
Phone : 0124-229 1413-14, Fax : 0124-2291415

Date: 05.07.2019

This is to certify that Ms. Deeksha Motiyani completed the project work titled "Measurement of Customer Satisfaction at AU Small Finance Bank Ltd" in the partial fulfilment of requirement of the award of Master in Business Administration (M.B.A) prescribed by the International College for Girls , IIS (deemed to be) University, Jaipur.

This project is the record of authentic work carried out during the summer training from 21st May 2019 to 5th July 2019.

For AU SMALL FINANCE BANK LTD



Authorised Signatories



Date:15/05/2019

To,

Ms. Twinkle Choudhary
D/o Ranpal Singh Choudhary
IIS University
Jaipur, Rajasthan

We are very pleased to offer the position of intern this summer with Aagman Creations.

Please find the following confirmations for the same.

Internship period will be 8th May to 8th July 2019.

Office Time: 11 AM to 7 PM (Mon-Sat).

Certificate of Internship to the HR Interns after successful training.

Office Location: 99, Bajrang Vihar, Gopalpura Bypass, Jaipur, Rajasthan

Sincerely,

Neha Asthana Meena



GSTIN No. : 08AWUPA4613M1Z6

99, Bajrang Vihar, Near C K Birla Hospital, Gopalpura Bypass, Jaipur-302018

Contact No. : +91 7414-885522, +91 7414-888552

E-mail : salesaagmancreations@gmail.com, Web. : www.aagmancreations.com



LOAN WALAS

1st floor, Happy Tower, Maharani farm, Durgapura, near Reliance Fresh, Mansarovar.

Mob. No. 6377128860, 7821034256

Ref. No:

Date:

LOAN WALAS

1ST FLOOR, HAPPY TOWER,

MAHARANI FARM, MANSAROVAR

JAIPUR-302020

DATE: 23/05/19

NAME: GEETESHREE SINGH PANWAR

Email: geetpanwar8@gmail.com

RE: OFFER FOR INTERNSHIP

Following your application and subsequent interview, we are pleased to inform you that you have been considered for internship in this company. You will be stationed at our Maharani Farm branch located at 1st Floor, Happy Tower, Near Durgapura, will start from 23/05/2019. You are required to report to the person in charge, Arjun Mishra (Phone No. 6377128870) for orientation and subsequent placement on this day.

The terms of engagement are as follows:

1. Reporting Time: 9:30AM Daily
2. Period of Engagement: 45 Days
3. Chain of Command: supervisor

You will be working as an Human Resource Trainee.

It is my hope and prayer that you will work to your level best to improve the efficiency and performance of this company. Congratulations and best wishes.

Yours faithfully

Name: Arjun Mishra

HUMAN RESOURCE MANAGER

LOAN WALAS

INTERN'S DECLARATION

I accept the above terms and conditions

Name..... Geeteshree Singh Sign..... [Signature] Date..... 23/5/19
Panwar



To Whom So Ever It May Concern ,

This Is to certify That Ms.Sapna Nathawat D/o Mr.Ram Singh Nathawat Undergone 45 Days of Industrial Training From 25 May 2019 to 10 Jul 2019 And one month Fifteen Day working experiance in H R.

We found her to be Sincere and hard working During her Work Tenure and Wish her success for all future Endeavour

General Manager

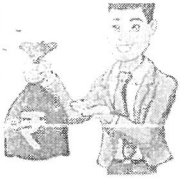
**GENERAL MANAGER
HOTEL DATA INN
Sri Nagar Road, Ajmer
0145-2625774, 9587973066**

Hotel Data Inn

Ajmer

Shrinagar Road, ,Ajmer - 305001 (Raj.) INDIA

Ph.: +91-145-2626774/75 M.: +91-9587973066 Fax : +91-145-2625776 Web. : www.hoteldatainn.in Email : fd@hoteldatainn.com



LOAN WALAS

1st floor, Happy tower, Maharani Jain, Durgapura, near Rebalance Fresh, Mansarovar.

Mob. No. 6377128860, 7821034256

Ref. No:

Date: 26th July 2019

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Geeteshree singh panwar D/O Mr. Jagdish singh Panwar, Student of The IIS (deemed to be) University, Jaipur has undergone training from 23th May 2019 to 8th July 2019, in the HR department under Mr. Arjun Mishra on

the topic "Impact of Job stress on employees" in loanwalas, Jaipur.

She has successfully completed the training period and her performance was found satisfactory

We wish her the very best in all her future assignment.

For loanwalas, Jaipur

Authorized Signature



Date: 15.07.2019

TO WHOMSOEVER IT MAY CONCERN

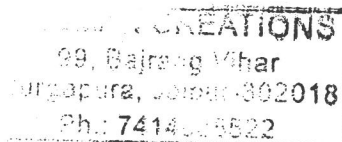
This is to certify that Ms. **Twinkle Choudhary D/o Ranpal Singh Choudhary** student of MBA-HR from **THE IIS UNIVERSITY JAIPUR** has undergone internship in 'Human Resource Management' at Aagman Creations with effect from **08th May, 2019 to 08th July, 2019** INR 20,000 was paid as stipend during her two month internship period.

During her tenure, Ms. Twinkle has exhibited total commitment towards the work assigned with zeal and enthusiasm to succeed. She has been found punctual, hardworking and inquisitive.

We wish her all the best for her future endeavors.

For, Aagman Creations

Neha Asthana



GSTIN No. : 08AWUPA4613M1Z6

99, Bajrang Vihar, Near C K Birla Hospital, Gopalpura Bypass, Jaipur-302018

Contact No. : +91 7414-885522, +91 7414-888552

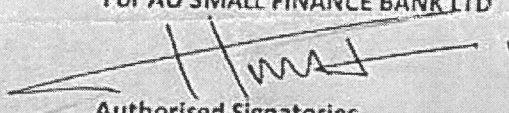
E-mail : salesaagmancreations@gmail.com, Web. : www.aagmancreations.com

Date: 05.07.2019

This is to certify that Ms. Deeksha Motiyani completed the project work titled "Measurement of Customer Satisfaction at AU Small Finance Bank Ltd" in the partial fulfilment of requirement of the award of Master in Business Administration (M.B.A) prescribed by the International College for Girls, IIS (deemed to be) University, Jaipur.

This project is the record of authentic work carried out during the summer training from 21st May 2019 to 5th July 2019.

For AU SMALL FINANCE BANK LTD



Authorised Signatories

Registered Office
SMALL FINANCE BANK LIMITED
Dhuleshwar Garden, Ajmer Road,
Ajmer - 302001, Rajasthan, India
Phone: +91 141 4110060/61, Fax: +91 141 4110090
CIN: U36911RJ1996PLC011381
Formerly known as Au Financiers (India) Limited

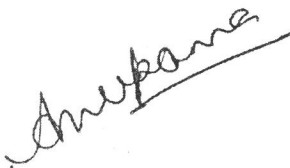
RBH/2019/July/HRD/535

Date: - 05- July-2019

To whom so ever it may concern

This is to certify that Ms. Neha Sharma has successfully completed her internship training in HR department from 21st May 2019 to 04th July 2019.

We found her sincere, punctual & hardworking. We wish her every success in her future and career.



Anupama Sharma
Unit HR Head
Human Resources

दैनिक भास्कर

DBCL/HR/2019
8th July 2019

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss. KARISHMA MANGTANI student of IIS University; Jaipur has done summer internship training from Dainik Bhaskar in HR and admin department from 20th May to 5th July 2019. The topic of her internship was "Impact of Employee Engagement on satisfaction level of employees".

During her training period she found sincere.

We wish her all the best for her future career!!

For **DB Corp Ltd.**



KL Tak
Manager HR

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CIN Number: L22210GJ1995PLC047208



KRISHNA GRUPO ANTOLIN PVT. LTD.

CIN : U00000HR2004PTC049273

Dated:- 09.07.2019

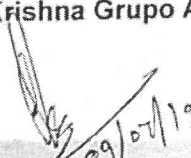
TO WHOM IT MAY CONCERN

I hereby certify that Ms. Radhika Verma a student of IIS University, Jaipur MBA HR associated with us as a trainee from 20th May 2019 to 5th July 2019. She demonstrated as a diligent and truthful person. Her leadership skills were outstanding and very helpful and highly appraised by our staff.

All of us wish her the best in his career path and future and would like to thank her for her excellent contribution.

Yours faithfully,

For Krishna Grupo Antolin Pvt. Ltd.


09/07/19
Pardeep Yadav
Plant Head- HR

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Works : Plot No. 47, Sector-3, IMT Manesar, Gurgaon - 122 050
Phone : 0124-229 1413-14, Fax : 0124-2291415
Email : companysecretary@krishnagroup.co.in ; finance_kgapl@krishnamaruti.in
www.krishnagroup.com

RBH/2019/July/HRD/534

Date: - 05- July-2019

To whom so ever it may concern

This is to certify that Ms. Quinjal Jain has successfully completed her internship training in HR department from 21st May 2019 to 04th July 2019.

We found her sincere, punctual & hardworking. We wish her every success in her future and career.



Anupama Sharma
Unit HR Head
Human Resources