



Syscon India

**System Consultant Information India (P) Ltd.**

Solutions Crafted with Intelligence and Innovation

SCII/HR/2021/065

Date- 05/04/2021

## OFFER LETTER

Dear Ms. Rachana V

This offer is based on your profile and performance in the selection process. You have been selected and will report at our Campus on Monday, 02<sup>nd</sup> August 2021 at 8.45 AM.

### Terms of Employment

#### 1. Aggregate Percentage Requirements

Our Offer will be subject to your scoring a minimum of 60% aggregate in your Semester Examinations and ensuring that there is no back log in any of your academic semesters. Our Offer ceases on failure of any of the above pre-conditions

#### 2. Training and Probation period

With SCII, your initial eight months (8 months) will be the Training period followed by next six months (6 months) on Probation. During your Training period, you will be constantly appraised for satisfactory performance after which you will enter the Probation period of the Company. During the Probation period too, your performance will be closely evaluated and upon successful completion, the Company will confirm your services. This Confirmation will be communicated to you in writing.

The Terms and Conditions will be governed by the Company's Training policy and reserves its rights to modify or amend the Training policy from time to time. As part of joining formalities, you are required to sign a non-disclosure/confidentiality agreement, which aims to protect the intellectual property rights and business information of the Company.

You are required to sign the Company's Code of Conduct and follow the same in your day-to-day conduct.

The Company expects you to act and behave in a professional manner at all times.

#### 3. Letter of Appointment

You will be issued a letter of Appointment at the time of your joining and completing joining formalities as per Company policy. The Terms and Conditions of the Appointment Letter will be final and binding.

#### 4. Submission of Documents

Please carry all original copies for verification and a set of photocopied documents for submission.

- Standard X and XII Mark sheets equivalent.
- Degree certificate and marks card/ sheet of all semesters.

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Plot No: Spl-17, Antharasanahalli KSSIDC Industrial Complex 2nd Stage  
(KSSIDC Hand Tool Layout), Madhugiri Road, Arakere P.O. Tumkur 572106.  
Tel: +91-0816- 2211724 Email: [info@scii.in](mailto:info@scii.in) URL: [www.scii.in](http://www.scii.in) CIN: U72200KA2005PTC037854

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- Attested Final Year Semester marks card by the Head of the Institution in case the Original marks cards are not obtained on time.
- Birth certificate or Proof of age.
- Certificates for any training provided.
- 4 Color Photograph
- Certificate of participation in extra-curricular activities if any.
- Medical fitness certificate from any qualified Medical Practitioner.
- Police Verification Certificate for private job employment.
- PAN and Aadhar Card copy
- A Service Agreement and Bond along with a Bank Guarantee (BG). Specimen copy/ format of which can be obtained from the Office.

The original documents will be returned to you after verification. Falsification of any of the above documents will ensure immediate withdrawal of our Offer Letter. Our Offer ceases on failing to comply with the above mentioned conditions.

#### 5. Miscellaneous

The Company uses extensively in its programming- Java, Dot Net and Oracle. Since the Company intends to start off with the training of advanced technologies in the above languages, you must learn them in any of the following combinations before joining the Company:

- c) Java & Oracle
- d) Dot Net & Oracle

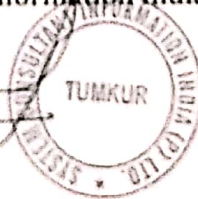
The Validity of this Offer expires on 30<sup>th</sup> July 2021.

Yours Sincerely,

For System Consultant Information India (P) Ltd,

(Alexander C. Varkey)

C.E.O.



#### Acceptance by the Candidate.

I agree to accept on the Terms and Conditions mentioned in the above letter.

Date: 10/01/2021

[RACHANA.V]  
Signature:

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