



ARBITRIUM THE POWER OF CHOICE

arbitriumachoice.com

Email: arbitrium.choice@gmail.com

Date: Sunday, 21st March, 2021

Ms. Shirley Ezekiel,
St.Mira's College for Girls, Pune
Contact No.: 8380832349
Email: shirleyezekiel116@gmail.com

Subject: Offer Letter

Dear Shirley,
Congratulations!

With reference to our discussion, we are pleased to offer you an opportunity with ARBITRIUM under the following terms and conditions.

Designation: **Web development Intern**

Duration: **1st June, 2021– 31st July, 2021**

At ARBITRIUM, we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and a truly meaningful internship experience with us.

There are no provisions of any stipend.

Your appointment will be governed by the terms and conditions presented in the **Annexure**

A. We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,
ARBITRIUM

SRISHTI GROVER
FOUNDER

Annexure A

You shall be governed by the following terms and condition of service during your internship with ARBITRIUM, and those may be amended from time to time.

1. You are being hired as a **Web development Intern** and your date of joining will be **1st June,2021**
2. All the work that you will produce at or in relation to ARBITRIUM will be the intellectual property of ARBITRIUM. You are not allowed to store, copy, sell, share, and distribute it to any third party under any circumstances.
3. Similarly, you are expected to refrain from talking about your work in public domains (both online, such as blogging, social networking site, and offline among your friends, college etc.) without prior discussion and approval from ARBITRIUM.
4. We take data privacy and security very seriously and to maintain confidentiality of any students, customers, clients, and companies' data and contact details that you may get access to during your internship will be your responsibility. ARBITRIUM operates on zero tolerance policy with regard to any breach of data security guidelines. At the completion of the internship you are expected to hand over all ARBITRIUM work/data stored on your Personal Computer and delete the same from all your devices and machines.
5. We expect that you will provide **copyright free** and **plagiarism free** content and do not modify or use copyrighted content or tools in any of the deliverables.
6. You are expected to conduct yourself with utmost professionalism in dealing with your team members, colleagues, clients and customers and treat everyone with due respect.

ARBITRIUM is a start-up and we love people who like to go beyond the normal call of the duty and can think out of the box. Surprise us with your passion, intelligence, creativity and hard work – and expect appreciation & rewards to follow. We want you to expect constant and continuous objective feedback and we encourage you to ask for and provide feedback at every possible opportunity. It's your right to receive and give feedback – this is the **ONLY** way we all can continuously push ourselves to do better.

I have negotiated, agreed, read and understood all the terms and conditions of this Internship letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter. I do hereby declare that all the information provided during the hiring process is true to the best of my knowledge and belief.

DATE:

NAME:

SIGNATURE: