



APPOINTMENT LETTER

Dear Mr/Ms. Rashika Sinha,

Please refer our discussions and as agreed, we are pleased to offer you an appointment as per the details given below -

- a) You will be designated as **Business Development Associate (I+P)**
- b) Your consolidated salary during internship will be **15k per month + incentives**
(Note: If candidate leaves before completing the internship, he/she will not be paid) and mutually agreed. After 4 months, the package will be revised as per performance. Details will be provided to you along with your appointment letter at the time of your joining.

Your reporting date is 1st May 2021 at 11:00AM.

While reporting duty kindly bring the original documents for verification along with one self-attested photo copies of the following documents -

1. ID Proof - Aadhar Card
2. PAN Card
3. Educational Certificate & Mark sheets 10th, 12th, Degree/ Diploma, PG (Whichever available till date)
4. Four passport size photographs
5. Last three months' salary slips and bank statement (If applicable)
6. Relieving letter and resignation acceptance from your last employer (If applicable)
7. Experience certificates of your previous employments (If applicable)
8. Two references with contact Tel. No/ Mobile No.
9. Driving License and RC of the vehicle
10. A brief note stating the purpose of your association with NNIT with necessary commitments.
11. Your Laptop

Note: -You are expected to generate a revenue of not less than 2 lakhs per month, where in you will be moved into PIP (Performance Improvement Program) You are requested to sign and return the duplicate copy of this letter as a token of your acceptance and please revert back to the email within 24 hours informing us that you accept the offer as acceptance.



Roles and Responsibilities of a Business Development Associate Trainee in “nniit”.

1. Reporting time to the office 10:00AM.
2. Appointments per day not less than 8.
3. No. connected calls not less than 50.
4. Not less than 2 conversions per week.
5. Not less than 8 physical conductions.
6. Monday is a week off
7. Minimum talk time per day is 2.5 Hrs

NNIIT is a complete program for the students who are ambitious about clearing competitive exams with good numbers. By providing students several services.

1. Nniit is a student-centred learning program.
2. Unlimited topic wise practice papers.
3. Unlimited test series.
4. 24/7 student support
5. 24/7 doubt clarification.
6. One on one sessions with experienced teachers.
7. Personalized mentoring.
8. Every day online practice in the pattern of final exams.

And a lot more services to be updated day to day.

Note: -. Incentive is given on the revenue excluding the price of the device.

From
NNIIT

Name and Signature