



PL-10 203/2A, Rajiv Nagar South, Viman Nagar,
Pune - 411014

Contact: 9637195855 | www.thepijam.org
CIN:U74995PN2017NPL172480

To

Date: 12/06/2021

Ankur Kumar Bhaskar Dubey,

Re: Offer Letter

As per our discussion, Pi Jam Foundation is pleased to offer you the position of **Instruction Specialist** at our organization. Your term will commence on the **5th of July, 2021**.

This letter outlines the terms, which upon your acceptance, will govern the terms of employment.

Position and Duties:

Your duties will be outlined by the trust with a focus in these following areas:

- Attending and successfully completing the Teacher Training Programme prior to teaching in the online sessions/classroom
- Attending all scheduled training and development sessions conducted by the Pi Jam Foundation
- Attending on time, all scheduled school days and functions
- Ensuring the curriculum and lessons developed by the Pi Jam Foundation are executed in each lesson
- Collecting and entering data as outlined by the Impact and Assessment team of the Pi Jam Foundation
- Following expectations and procedures set by the placement school(s)
- Stakeholder and relationship management

And the other tasks as outlined in the job description

Your employment is subjected to a probationary period of 3 months beginning on your start date of 5th July 2021. The CTC during your probation period (3 months - 5th July 2021 - 5th October 2021) will be 18,000 INR per month. Post probation, you will be offered a salary of 23,000 INR per month. An additional bonus of Rs. 25,000 will be paid on completion of 1 year.



PL-10 203/2A, Rajiv Nagar South, Viman Nagar,
Pune - 411014

Contact: 9637195855 | www.thepijam.org
CIN:U74995PN2017NPL172480

Other details:

- You will be entitled to 12 business days leave and 15 public holidays every year as per the organization's policy.
- You shall not remain absent from the place of work without informing the concerned authority. A 6 day working week is followed at the organisation.
- You will be on a 3 month probation period after which your performance will be evaluated. Upon successful completion of the probation, post satisfactory performance in the evaluation, the position will be offered on the permanent basis.
- Your place of posting would be in Mumbai. The Organization reserves the right to transfer you to any of the subsidiaries/associates/offices at any place, existing at present or which may be established in the future.
- You will comply with the organization regarding data protection. During the course of your employment with the organization, you may come into possession or become familiar with information that is confidential and sensitive in nature, such as those relating to community partners, terms and conditions of contract and transactions, copyrights, patents, systems that relate to the organization's operations, training model, processes and technical information used and future plans of the organization. You undertake that no part of such information will be disclosed to any person without the prior written approval of the organization.
- Without the prior written consent of the Organization, you are not permitted to hold any other employment or engagement or be in any way interested in any capacity in any other organization, profession or occupation or pursue any course of study or work part-time which may prevent you from carrying out all your duties for the Organization or which may give rise to conflict of interest with the Organization.
- You understand and confirm that all copyrights, ownership and intellectual property rights in any work of any nature carried out by you during the course of your employment with the Organization and on behalf of the Organization, shall vest with and remain with the Organization during your tenure and even when your tenure has ended and you would not be entitled to claim any right, title or interest therein including any moral rights. To the extent any of the rights would vest in you by operation of law, you shall execute all documents/agreements as may be considered necessary for assigning the said rights in favour of the Organization on an irrevocable, worldwide, perpetual basis without any consideration.
- The notice period required to be given by either side is one month in writing in case of termination or one month compensation in lieu thereof.



PL-10 203/2A, Rajiv Nagar South, Viman Nagar,
Pune - 411014

Contact: 9637195855 | www.thepijam.org
CIN:U74995PN2017NPL172480

- You shall be solely responsible for payment of all income tax arising from this employment. The Organization will make necessary statutory deductions from your compensation including but not limited to Income taxes.
- In case the above terms and conditions are acceptable to you, please sign and return the duplicate copy of this letter, in token of your having understood and accepted the same. This letter will not be valid if your acceptance is not received by us within the next 3 days of receipt of this letter.

For Pi Jam Foundation

Shoaib Dar
CEO, Founder
Date - 12.06.2021

I have read the above terms and conditions of employment and accept the same.

Ankur Kumar Bhaskar Dubey
Date: 12.06.2021
Place: Mumbai, Maharashtra.