



**Smartbuyguide.com**

Helping consumers make smart buying decisions

## **Internship Offer Letter**

Dear Mohini

I am excited to extend an offer to you for a part-time internship position with smartbuyguide.com. This is a work-from-home position. The position will begin on 30 August 2021 for one month.

Initially there will be probation of one week for you to see if the internship interests you and for us to see if your understanding of the work is as per our expectation. This is in interest for both of us. After one week, you are expected to commit to work with us for atleast one month. The duration of the internship can be extended based on mutual agreement with redefined conditions if required.

During your internship you will be paid a monthly emolument of Rs 2500. You may be also be paid some additional bonus (could be also in the form of gift vouchers) at the end of month based on your performance and the progress we make as a team, however this is optional and not guaranteed. You will be entitled to stipend and internship certificate only if you complete atleast one month with us. As a part time intern, we expect you to put atleast average 4 hours of effort on daily basis to get the task done. The timings are completely flexible however we expect you to inform us about your work timings so that we can have team discussions as and when required.

During your temporary employment with smartbuyguide.com, you may have access to confidential or proprietary business information belonging to smartbuyguide.com. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of smartbuyguide.com. Also, you agree that upon completion of your internship, you will not store any information and documents belonging to the smartbuyguide.com. By accepting this offer, you acknowledge that you understand participation in this program is not an offer of employment, and successful completion of the program does not automatically entitle you to an employment offer from smartbuyguide.com.

Please review this letter in full and reply to the email with this letter attached to confirm your acceptance of the position. We look forward to having you at smartbuyguide.com and wish you a successful internship. Welcome to our team!

Kanchan Kumar Agrawal  
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