



Santoshi Matiyal <santoshimatiyal@gmail.com>

Intent of Offer - Apprenticeship Opportunity

9 messages

mitasha.wadhwa@wowjobs.biz <mitasha.wadhwa@wowjobs.biz>

19 February 2024 at 12:22

To: santoshimatiyal@gmail.com

Cc: Vipul Prakash <vipul.prakash@wowjobs.biz>, Megha Bhatnagar <megha.bhatnagar@wowjobs.biz>, savita.mourya@wowjobs.biz, nidhi.gupta@wowjobs.biz, Deepak Chander <deepak.chander@wowjobs.biz>, prince.prabhakar@wowjobs.biz, Support Admin <support@wowjobs.biz>

Dear Santoshi,

Congratulations!!

This is in reference to your interest in enrolment to our Training Programme "**FreshTalentVoyage**", We take pleasure in offering you an internship Position of an "**Apprentice\Intern**" with **wowJobs.biz** under the **NAPS Government Scheme**.

Your commencement date for the aforesaid position shall be **27th February, 2024 at 09:00 A.M.**

On your joining date you are requested to kindly reach to below mentioned address –

"Wow Softech Pvt. Ltd. – Plot No.25, IT Park Sahastradhara Road Dehradun-248001"

Terms & Conditions

1. **Reporting** – Your reporting timings will be 9:00 a.m. – 6:00 p.m., Monday to Friday. You shall be reporting to Champion in our Training Programme.
2. **Duration** – Your duration of the internship will be for 1 year from the date of joining i.e., **27th February, 2024**.
3. **Personally Identifiable Information** – For the purpose of association with wowJobs.biz and for registration under NAPS programme, you may be required to share certain details such as address, contact number, bank account details in order to enable the company to create and maintain your record on the government website. You agree to allow the company to use such data and the documents as submitted by you at the time of joining for creating your unique id within the company and id within the government site.
4. **Conduct** – During your internship, you are expected to work with the highest work ethics and standards by being punctual, regular, and following all applicable laws and internal policies, rules, and regulations of **wowJobs.biz**.

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Swami Rama Himalayan University
Dehradun (Uttarakhand)

5. **Remuneration** – During the period of your internship, you shall be entitled to a monthly stipend of **INR 10,500** (Company paid) + **INR 1500** (Direct transfer from Govt. Fund) under NAPS scheme.
6. **Representation of association with wowJobs.biz** – You understand that your internship in no manner constitutes your employment/appointment with wowJobs.biz and you shall not be entitled to any benefits as applicable to the regular employees associated with wowJobs.biz. You undertake to not represent yourself to be associated with wowJobs.biz, to any third party, in any manner, during your internship, unless directed by the Champion. You shall not engage yourself directly or indirectly or in any capacity in any other organisation during the period of your internship.
7. **Feedback** – Your performance during the period of your internship will be regularly monitored based on the feedback received from the mentor and the champion and the same will be successfully recorded on a quarterly basis on the government portal. You would also be required to undergo an assessment through the government portal on the successful completion of your internship program basis which you will be issued a certificate by the Government under the NAPS Scheme.
8. **Validity of the Internship Offer** - This Internship offer letter stands automatically withdrawn if you are unable to join the position on the aforementioned date of joining post your acceptance of this Internship offer letter.
9. **Request for change in Joining date** – If the date of joining is to be changed /reconsidered you may send a request to us over the email on or before the validity period of your internship offer letter along with the documents mentioned below(Annexure A). You are requested to mail all the documents before joining.
10. **Official Appointment Letter** – You will be issued an Appointment\Contract letter from the Government Portal of the NAPS program.
11. **Certificate** – At the end of the internship the certificate of completion would be issued by government authorities only and internal HR would also issue a certificate on completion of the same.
12. **Termination** - Your apprenticeship may be terminated by the company in case of violation of company rules, policies and codes of conduct or non-achievement of assigned and agreed targets occurs with immediate effect and without any further warning, notice period or payment of salary in lieu thereof.

We hope that your association with us will be successful and rewarding.

Annexure A

List of documents to be sent over the email -:

1. Copies of Educational Documents (10th, 12th & Highest Qualification completed).
2. Address Proof (Permanent address proof for records).


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3. Bank account details, Aadhaar Card (front & back) & PAN Card.

***You acknowledge and give your absolute and free consent that the company may store, process otherwise use and /or share the data with its agents /employees/third party based on the aforementioned documents /information, constituting your personal and sensitive information, provided by you for the purpose of administration and management records , compliance with applicable laws , background verification etc.**

Regards



MITASHA WADHWA (She/Her) **WOWJOBS.biz**
Just the right talent for your hiring process

Executive Human Resources

Home Address
mitasha.wadhwa@wowjobs.biz

Office Address
301-A, ABW Rectangle One, Saket District
Centre, Saket, New Delhi, Delhi 110017

+91-8595451199

www.wowjobs.biz



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wowJobs is a "Micro-Global" Executive Search and Selection firm focused on sourcing the right talent for clients' requirements from across the globe. wowJobs aims to become the partner-of-choice to organisations for whom sourcing the right talent from across the globe is critical. It also aims to provide apt job opportunities to right candidates; ensuring that wowJobs becomes a trusted partner and a one-stop solution across industry verticals, for both Job Providers and Job Seekers alike. We offer Recruitment Process Outsourcing, end-to-end recruitment solutions to meet customer needs throughout the recruitment cycle. We specialize in on-site consulting, manpower planning, talent search, staffing, candidate assessments, training, organizational consulting, HR outsourcing, contract recruitment and software development. We welcome your feedback, thoughtful comments & suggestions for improvement! Do write to us at client@wowjobs.biz

Santoshi Matiyal <santoshmatiyal@gmail.com>
To: mitasha.wadhwa@wowjobs.biz

20 February 2024 at 11:23

Respected ma'am

I accept the offer and I will be sending the documents as soon as possible in the email by today .

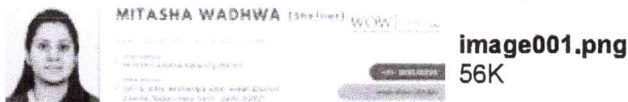
Thankyou

Regards Santoshi Matiyal

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4 attachments


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Dehradun (Uttarakhand)



mitasha.wadhwa@wowjobs.biz <mitasha.wadhwa@wowjobs.biz>20 February 2024 at 19:53

To: Santoshi Matiyal <santoshimatiyal@gmail.com>

Cc: Megha Bhatnagar <megha.bhatnagar@wowjobs.biz>

Hi,

Thank you for accepting the offer, however, please select Reply all option while accepting the offer letter.

Please reply on the initial email of Intent of offer.

[Quoted text hidden]

Santoshi Matiyal <santoshimatiyal@gmail.com>20 February 2024 at 21:18

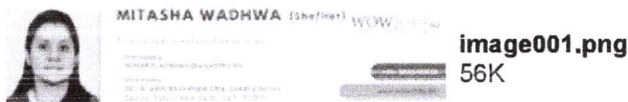
To: mitasha.wadhwa@wowjobs.biz

Cc: Megha Bhatnagar <megha.bhatnagar@wowjobs.biz>

I accept the offer
Thankyou
Regards Santoshi Matiyal

[Quoted text hidden]

4 attachments



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Dehradun (Uttarakhand)

Santoshi Matiyal <santoshimatiyal@gmail.com>20 February 2024 at 21:19

To: mitasha.wadhwa@wowjobs.biz

Cc: Megha Bhatnagar <megha.bhatnagar@wowjobs.biz>

[Quoted text hidden]

 **DocScanner 20 Feb 2024 9-12 pm.pdf**
1499K

mitasha.wadhwa@wowjobs.biz <mitasha.wadhwa@wowjobs.biz>
To: Santoshi Matiyal <santoshimatiyal@gmail.com>
Cc: Megha Bhatnagar <megha.bhatnagar@wowjobs.biz>

26 February 2024 at 23:30

Hi Santoshi,

Please note below documents which are missing –

1. Graduation Degree
2. Bank Details
3. Cancelled Cheque

Please share all of them at the earliest.

Regards



MITASHA WADHWA (She/Her) **WOWJOBS** biz
Executive, Human Resources
Email Address
mitasha.wadhwa@wowjobs.biz
Office Address
301-A, ABW Rectangle One, Saket District
Centre, Saket, New Delhi, Delhi 110017
+91- 8595451199
www.wowjobs.biz



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Dehradun (Uttarakhand)

From: Santoshi Matiyal <santoshimatiyal@gmail.com>
Sent: Tuesday, February 20, 2024 9:20 PM

To: mitasha.wadhwa@wowjobs.biz
Cc: Megha Bhatnagar <megha.bhatnagar@wowjobs.biz>
Subject: Re: Intent of Offer - Apprenticeship Opportunity

On Tue, 20 Feb 2024, 9:18 pm Santoshi Matiyal, <santoshimatiyal@gmail.com> wrote:

I accept the offer
Thankyou
Regards Santoshi Matiyal

On Tue, 20 Feb 2024, 7:54 pm , <mitasha.wadhwa@wowjobs.biz> wrote:

Hi,

Thank you for accepting the offer, however, please select Reply all option while accepting the offer letter.

Please reply on the initial email of Intent of offer.

Regards

WoW Softech Pvt. Ltd | Consulting, RPO, Search and Staffing.

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Santoshi Matiyal <santoshimatiyal@gmail.com>
To: "principaloffice.hsms@srhu.edu.in" <principaloffice.hsms@srhu.edu.in>

23 November 2024 at 15:00

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4 attachments




MITASHA WADHWA (She/Her) 
Santoshi Matiyal
Principal Office
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Principal Office
H.S. Matiyal
Principal Office
H.S. Matiyal

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MITASHA WADHWA (She/Her) 
Santoshi Matiyal
Principal Office
H.S. Matiyal
Principal Office
H.S. Matiyal
Principal Office
H.S. Matiyal

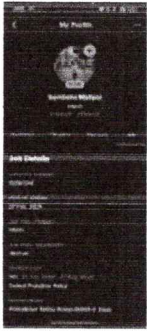
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Santoshi Matiyal <santoshimatiyal@gmail.com>
To: "principaloffice.hsms@srhu.edu.in" <principaloffice.hsms@srhu.edu.in>

23 November 2024 at 15:01

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Dehradun (Uttarakhand)



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323K

Santoshi Matiyal <santoshimatiyal@gmail.com>

23 November 2024 at 15:06

To: "principaloffice.hsms@srhu.edu.in" <principaloffice.hsms@srhu.edu.in>

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