

Date: 16/03/2022
Hyderabad

To

THE HOD, EEE

G. Narayanamma Institute of Technology and science.

Subject: Request for permission to attend Internship.

Respected sir,

I am E-Sai Nikhitha (18251AD208) of EEE-A (4/4) got selected in Harman connected services. I have to go through a 3-4 months of Internship program starting from 7th April 2022. So, I kindly request you to grant me attendance during the internship period.

Thanking you sir,

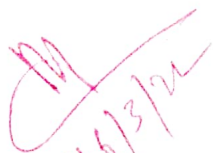
Yours faithfully

E-Sai Nikhitha

EEE-A (4/4)

18251AD208.

To
Mr. K. Pragnananda
Principal


16/3/22


16/4/22

HARMAN

Harman Connected Services Corporation India Pvt. Ltd

No.3 & 3A EOIZ Industrial Area Survey No. 85 & 86

Sadaramangala Village, Krishnarajapuram Hobli

Bangalore-560066, Karnataka, India

☎ +91(80)3307 1000

☎ +91(80)3307 2000



Don't forget to follow HARMAN on Social media [#harmanconnectsme](https://www.instagram.com/harmanconnectsme)

7-Feb-2022

Sub: Offer of Employment

Dear Etikela Sai Nikhitha,

Thank you for investing your time to pursue an opportunity with Harman Connected Services Corporation India Pvt. Ltd, Bangalore.

We are delighted in offering you an employment opportunity as Associate Engineer - Product Development with Harman Connected Services Corporation India Pvt. Ltd, Bangalore.

Further, "Company" for all purposes in this document shall mean Harman Connected Services Corporation India Pvt. Ltd, Bangalore and or its Affiliates, where the context may so require.

Following are the terms and conditions associated with your employment:

- You will receive a fixed compensation package of 500,000/- per annum. The breakup of the compensation and benefits applicable to you is as per annexure 2.
 - You will receive a one-time Joining Bonus of Rs. 50,000/- paid out in 2 equal instalments. The first instalment of Rs. 25,000/- is to be paid along with salary payable for your sixth month, and the second instalment of Rs. 25,000/- is to be paid along with salary payable for your twelfth month.
 - Your Date of Joining will be **07 Apr 2022**.
 - You will be entitled to personal accident insurance coverage under the Company's group insurance plan. You and your family will be entitled to a comprehensive health insurance plan.
 - Your initial place of posting will be in **Harman Connected Services- Bangalore Campus**.
 - You will report to the **Business Unit / Function Head** or his/her nominee.
 - Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.
 - Your employment is contingent upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction. By virtue of accepting this offer letter, you are hereby confirming that you do not have any non- compete obligations or other restrictive clauses of any nature whatsoever with any previous employer/s.)
 - This offer and the subsequent employment is contingent upon you successfully clearing your degree and submitting all relevant documentation on or before October 1, 2022. Any failure to do within the prescribed duration shall result in termination of your employment with immediate effect.
 - If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
 - It is your responsibility to notify the Company of any changes in your personal information (like address, contact phone number, additional qualifications, marital status, change of nomination, passport details etc.) within 3 working days.
- Company has different Business Units and you may be transferred within or across Business Units based on the requirement of Company. Please note you may also be transferred to any location and may be required to work in different shift timing as per the business requirements.
 - Your designation may be changed depending on the work assigned to you at the discretion of the Company.

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Harman Connected Services Corporation India Pvt. Ltd. Formerly Symphony Teleca Corporation India Pvt. Ltd.
CIN: U02209KA2002PTC030421 | Web site: www.harman.com



Please upload the required documents stated below to the candidate portal.

Please also submit a duplicate copy of this letter duly signed at the time of joining. On the day of joining, you are requested to be present at 8:30 a.m. for your on-boarding formalities at Plot No.3 & 3A, EOIZ Industrial Area, Sy.No.85 and 86, Sadaramangala Village, Krishnarajapuram Hobli, Bangalore South Taluk, Bangalore District-560066

You are required to submit to us the following at the time of your joining:

- Photocopies of your 10th and highest educational qualifications (including all marks sheet)
- 3 passport size photographs with dark grey background (Sample enclosed).
- Relieving letter from previous employer, if applicable
- Recent Salary statement, if applicable
- Documents indicating employee number of last two employers, if applicable
- Photocopy of Passport (indicating Passport number, validity, address and age)
- Proof of age and address if different from those mentioned in Passport or not having Passport
- Photocopy of PAN card. (Any other Identity card if PAN not allotted)
- Income Tax computation sheet and Form 12B of previous employer/s in the current financial year (if applicable)
- Company Personal Data form

We are excited to have you join us quickly and welcome you to the Harman family.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter within 1 week of the date of offer release.

For Harman Connected Services Corporation India Pvt. Ltd.

Subhajit Ghosh
Senior Manager, Talent Acquisition

Enclosed Annexures:

1. Employee Service Conditions
2. A note on your Total Rewards

I have read, understood and accepted the above. I understand that the terms and conditions are pre-conditions to my being offered employment with the Company. I am under no obligation or duress to accept these terms and conditions of employment. I accept them of my own free choice and will.

Signature: E. Sai Nikhitha
Name: Etikela Sai Nikhitha
Date: 15-03-2022
Expected date of joining: 07-04-2022

Annexure 2: Compensation Break-Up Detail