

22 March, 2023

Nidhi Sharma

nidhisharma41072@gmail.com

Subject: Offer Letter - Internship - HR Associate

Dear Nidhi,

We are pleased to offer you the 6 weeks internship position of **HR Associate** at Sanghavi Care (Sanghavi Enterprises) with a start date of 23 March, 2023.

You will be reporting directly to Anjali Sharma (Asst. Manager, Intern) and will be working remotely or from the Pune office. We believe your skills and experience are an excellent match for our company. In this role, you will be required to perform all necessary HR activities related to recruitment & onboarding at the firm as mentioned in the job description & as discussed during your interview.

Your stipend for the internship will be INR 2,000/- per month.

As an intern of Sanghavi Care, you are welcome to the esteemed 'Sanghavi' work culture. Please confirm your acceptance of this offer by signing it.

We are excited to onboard you to our team! If you have any questions, please feel free to reach out at any time.

Sincerely,

Pranav Shah

Partner

Sanghavi Care

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