

Internship Offer Letter

1st April 2022.

To,
Ms. Anish Mittal,
International School of Management Excellence, Bangalore.

Dear Ms. Anish Mittal,

Congratulations! We are pleased to offer you an internship at our company **LEGNO DOOR SYSTEMS PVT LTD**. Your internship shall commence on 24th April, 2023 and shall end on 1st April 2022 to 30th April 2022. The terms and conditions of your internship with the Company are set forth below:

1. Subject to your acceptance of the terms and conditions contained herein, your project and responsibilities during the Term will be determined by the Mentor assigned to you for the duration of the internship.
2. You should be adhering on completion of the tasks assigned to you during your internship to the satisfaction of the Company.
4. You will sign a confidentiality agreement with the company before you commence your internship.
5. The internship cannot be construed as an employment or an offer of employment with VAxis Learnings Private Limited.

We look forward to having you on our team! If you have any questions, please feel free to reach out to us.

Sincerely,

CH 

Sign and Seal

Name: Sreedhar CH

Designation: Manager HR & ADMIN

LEGNO DOORS AND INTERIORS PVT LTD

Certificate of Internship

This is to certify that Anish Mittal (Roll No: 19I6C26004), a BBA 2019-22 Batch student of International School of Management Excellence, Bengaluru has successfully completed Summer Internship Program in our company, during the period from 2nd Jan 2020 to 31st Jan 2020

Internship Evaluation Form

1	2	3	4	5	6
Needs more training or education	Performing below expectations	Acceptable performance	Above average performance	Superior performance	Not observed

Sl. No.	Criteria	1	2	3	4	5	6
1.	General Workplace Performance:					5	
1.1	Attendance					5	
1.2	Attitude					5	
1.3	Asks appropriate Questions					5	
1.4	Meets deadlines					5	

Sincerely,



Sign and Seal:

Name: Sreedhar CH
Designation: Manager HR & ADMIN
LEGNO DOORS AND INTERIORS PVT LTD