



National Public School
EAST
(Sarjapur Road)

SY No. 8/1, Chikkanayakanahalli Village,
Off Sarjapur Road, Doddakannelli,
Bengaluru, Karnataka - 560035

+91 88843 77777

admin@npseast.com
www.npseast.com

Date:03-04-2023

To,

Priya Shakti C

Internship Letter

Dear **Priya Shakti C**,

Further to the interview and discussion, we are pleased to offer Internship at National Public School - East.

We are confident that you will find this new opportunity both challenging and rewarding. Following is the broad outline of the position:

Position Title: Inside Sales Intern

Leave Policy: As per the Employee Policy

Location: Bangalore

Documentation: As per Annexure B

Date of joining: Wednesday, April 03, 2023

Annexure - B

You are requested to furnish the following documents:

1. Photocopy of academic and professional qualification degrees and diplomas
2. One passport-size color photograph
3. Photocopy of Address Proof of permanent residency

Yours sincerely,

Shruthi T H

Sign and Seal

Name: Shruthi T H

Designation: Corporate HR



Certificate of Internship

This is to certify that **Priya Shakti C (Roll No: 2016C41005)**, a **B. Com 2020-23** Batch student of **International School of Management Excellence**, Bengaluru has successfully completed Summer Internship Program in our company, during the period from 3rd April 2023 to 30th April 2023.

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,

Shruthi TH



Sign and Seal:

Name: Shruthi T H

Designation: Corporate HR