


**Email Communication for Summer Internship Projects offered by Bejobbed  
Incorporation Pvt. Ltd. during 2018 – 19**

11/9/2020 St Francis Institute of Management & Research Mail - Re: Details of joining summer internship

SFIMAR Placements <placements@sfimar.org>

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**Re: Details of joining summer internship**

Bejobbed Campus <campus@bejobbed.com> 29 April 2019 at 14:13  
To: SFIMAR Placements <placements@sfimar.org>

Hi Shakuntala,

Sharing the internship letters with you - please forward them to the Interns. They can contact me on 09819552896 (Admitiya Tirwazi) for any queries.

Would thank you for all your patience.

**Thanks & Regards**  
**Bejobbed Incorporation Pvt Ltd**  
8291-950698/259385

On Sat, Apr 27, 2019 at 5:02 PM SFIMAR Placements <placements@sfimar.org> wrote:  
Dear Ruchi,  
With reference to our telcon, request you to share the offer letter till Tuesday 30/4/2019.  
All the three selected students would be joining on 2nd May, 2019 at 10.00 a.m. at your Andheri East office and they will report to you on the first day. The same has been informed to the students.

**Thanks & Regards,**  
Shakuntala Poojary  
Sr. Executive  
Corporate Relations & Placements  
Direct : 022 28902202

**St. Francis Institute of Management & Research**  
"A" Grade by NAAC & ISO 9001-2015 Certified Institute  
Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103

**THINK BEFORE YOU PRINT: Please consider the environment before printing this mail.**

On Thu, 25 Apr 2019 at 16:35, SFIMAR Placements <placements@sfimar.org> wrote:  
Dear Ami/ Ruchi,  
With reference to the below mail, request you to share the offer letter asap for summer internship HR students.

**Thanks & Regards,**  
Shakuntala Poojary  
Sr. Executive  
Corporate Relations & Placements  
Direct : 022 28902202

**St. Francis Institute of Management & Research**

<https://mail.google.com/mail/u/0/?ui=s3e28248f5/view=pt&search=all&permmsgid=msg-F63A1632157260076360802&siml=msg-F63A16321572...> 1/4

11/3/2020

St Francis Institute of Management & Research Mail - Re: Details of joining summer Internship

**"A" Grade by NAAC & ISO 9001-2015 Certified Institute**  
Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103

**THINK BEFORE YOU PRINT: Please consider the environment before printing this mail.**

On Mon, 22 Apr 2019 at 10:34, Bejobbed Campus <campus@bejobbed.com> wrote:

Hi Team

The letters are ready but not signed since the designated signee is not in office. Hence the delay - hope you forgive us for the same.

He is expected in tomorrow: Will send the letters accordingly.

Thanks & Regards  
Bejobbed Incorporation Pvt Ltd  
8281-860888/268386



On Mon, Apr 22, 2019 at 10:23 AM SFIMAR Placements <placements@sfimar.org> wrote:

Dear Anil/ Ruchi,

Request you to share the offer letter of the three students who have been selected in Bejobbed Incorporation Pvt. Ltd. for the summer internship starting for 2nd May to 30th June, 2019.

1. Anna Correa
2. Drashti Patel
3. Apurva Sawant

Looking forward for your quick reply asap.

Thanks & Regards,

Shakuntala Poojary  
Sr. Executive  
Corporate Relations & Placements  
Direct : 022 28902202

**St. Francis Institute of Management & Research**  
**"A" Grade by NAAC & ISO 9001-2015 Certified Institute**  
Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103

**THINK BEFORE YOU PRINT: Please consider the environment before printing this mail.**

On Mon, 15 Apr 2019 at 12:09, Bejobbed Campus <campus@bejobbed.com> wrote:

Dear Placement Team,

The offer letter will be mailed to them by this week.

Thanks & Regards  
Bejobbed Incorporation Pvt Ltd  
8281-860888/268386



On Fri, Apr 12, 2019 at 10:43 AM SFIMAR Placements <placements@sfimar.org> wrote:

Dear Ruchi/ Anil,

11/5/2020

St Francis Institute of Management & Research Mail - Re: Details of joining summer internship

Thanks for selecting 3 student from SFIMAR for Summer internship at your esteemed organization for summer internship

1. Anna Correa
2. Drashti Patel
3. Apurva Sawant

Summer internship is for 2 months starting from 2nd May to 30th June, 2019.

Request you to send us the offer letter for the three students so we can hand it to them.

Also do let us know the time for the first day of internship and to whom they have to report.

**Thanks & Regards,**

Shakuntala Poojary  
Sr. Executive  
Corporate Relations & Placements  
Direct : 022 28902202

**St. Francis Institute of Management & Research**  
\*A\* Grade by NAAC & ISO 9001-2015 Certified Institute  
Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103

**THINK BEFORE YOU PRINT: Please consider the environment before printing this mail.**

On Fri, 12 Apr 2019 at 09:56, Bejobbed Campus <campus@bejobbed.com> wrote:

Dear Placement Team,  
Thank you for the update  
In place of Shweta chaughale we would like to consider Apurva Sawant  
Thanks & Regards  
Bejobbed Incorporation Pvt Ltd  
8281-950888/269386



On Thu, Apr 11, 2019 at 5:10 PM SFIMAR Placements <placements@sfimar.org> wrote:

Dear Ruchi/ Ami,  
  
Also, Nikita Koli is placed in another company so don't consider her too.

**Thanks & Regards,**

Shakuntala Poojary  
Sr. Executive  
Corporate Relations & Placements  
Direct : 022 28902202

**St. Francis Institute of Management & Research**  
\*A\* Grade by NAAC & ISO 9001-2015 Certified Institute  
Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103

**THINK BEFORE YOU PRINT: Please consider the environment before printing this mail.**

On Thu, 11 Apr 2019 at 17:07, SFIMAR Placements <placements@sfimar.org> wrote:

Dear Ruchi/ Ami,  
  
Thanks for selecting the students for summer internship at your esteemed organisation.

11/5/2020

St Francis Institute of Management & Research Mail - Re: Details of joining summer internship

**Anna Correa and Drashti Patel can join, but Shweta chaughale is already placed in another company so she cannot be part of the process, you can chose someone else from the list.**

The duration for the internship is 2 months starting from 2nd May to 30th June, 2019.

Looking forward for your reply asap.

**Thanks & Regards,**

Shakuntala Poojary  
Sr. Executive  
Corporate Relations & Placements  
Direct : 022 28902202

**St. Francis Institute of Management & Research**  
"A" Grade by NAAC & ISO 9001-2015 Certified Institute  
Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103

**THINK BEFORE YOU PRINT: Please consider the environment before printing this mail.**

On Thu, 11 Apr 2019 at 16:53, Bejobbed Campus <campus@bejobbed.com> wrote:  
Hi,

Sharing the results for the HR Internship interviews from yesterday, 10th April:

- Shweta Chaugale
- Anna Correa
- Drashti Patel

Kindly let us know about their duration as well as their joining date


We might confirm 1 or 2 more names by the tomorrow noon.


**Thanks & Regards**  
Bejobbed Incorporation Pvt Ltd  
8291-860888/268885




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**3 attachments**

 **Drashti - Offer letter intern.pdf**  
419K

 **Anna- Offer Letter Intern.pdf**  
420K

 **Apurva - Offer Letter Intern.pdf**  
416K



### Internship Offer Letter

22<sup>nd</sup> April 2019

Dear Anna,

**Subject: Congratulations – you are invited onboard!**

We refer to your application for internship and the subsequent interview you had with us. We are pleased to offer you an **internship** with Bejobbed Incorporation Pvt. Ltd.

Your Project details and your Manager will be confirmed to you on the date of joining.

The base location would be **Mumbai**. The duration of the internship will be **Two** months starting from **2<sup>nd</sup> May 2019 to 28<sup>th</sup> June 2019**. It may however be extended if required and mutually agreed. Your Monthly Stipend Fees will be **Rs. 3500**.

You will be governed by the Terms & Conditions for your internship and HR policies of the organization. By signing this Internship letter you agree to hold confidential and not use for your own benefit or any other party's benefit any information including but not exclusive to client / student database or the Assessment details relevant to Bejobbed process acquired during your internship with Bejobbed Incorporation Pvt.Ltd.

I once again welcome you to the family of Bejobbed and wish you a satisfying experience. Please sign a copy of this offer as acceptance, and return to the undersigned. Looking forward to having you in the Bejobbed team.

Warm Regards,



Sandeep Jadhav

Director

Bejobbed incorporation Pvt. Ltd.

I accept the above terms & conditions of the offer letter

Signature:

Name: Anna Correa

Date:



### Internship Offer Letter

22<sup>nd</sup> April 2019

Dear Drashti,

**Subject: Congratulations – you are invited onboard!**

We refer to your application for Internship and the subsequent interview you had with us. We are pleased to offer you an **internship** with Bejobbed Incorporation Pvt. Ltd.

Your Project details and your Manager will be confirmed to you on the date of joining.

The base location would be **Mumbai**. The duration of the internship will be **Two** months starting from **2<sup>nd</sup> May 2019 to 28<sup>th</sup> June 2019**. It may however be extended if required and mutually agreed. Your Monthly Stipend Fees will be **Rs. 3500**.

You will be governed by the Terms & Conditions for your internship and HR policies of the organization. By signing this internship letter you agree to hold confidential and not use for your own benefit or any other party's benefit any information including but not exclusive to client / student database or the Assessment details relevant to Bejobbed process acquired during your internship with Bejobbed Incorporation Pvt.Ltd.

I once again welcome you to the family of Bejobbed and wish you a satisfying experience. Please sign a copy of this offer as acceptance, and return to the undersigned. Looking forward to having you in the Bejobbed team.

Warm Regards,

Sandeep Jadhav

Director

Bejobbed Incorporation Pvt. Ltd.



I accept the above terms & conditions of the offer letter

Signature:

Name: Drashti Patel

Date:



Internship Offer Letter

22<sup>nd</sup> April 2019

Dear Apurva,

**Subject: Congratulations – you are invited onboard!**

We refer to your application for internship and the subsequent interview you had with us. We are pleased to offer you an **internship** with Bejobbed Incorporation Pvt. Ltd.

Your Project details and your Manager will be confirmed to you on the date of joining.

The base location would be **Mumbai**. The duration of the internship will be **Two months** starting from **2<sup>nd</sup> May 2019 to 28<sup>th</sup> June 2019**. It may however be extended if required and mutually agreed. Your Monthly Stipend Fees will be **Rs. 3500**.

You will be governed by the Terms & Conditions for your internship and HR policies of the organization. By signing this internship letter you agree to hold confidential and not use for your own benefit or any other party's benefit any information including but not exclusive to client / student database or the Assessment details relevant to Bejobbed process acquired during your internship with Bejobbed Incorporation Pvt.Ltd.

I once again welcome you to the family of Bejobbed and wish you a satisfying experience. Please sign a copy of this offer as acceptance, and return to the undersigned. Looking forward to having you in the Bejobbed team.

Warm Regards,

  
Sandeep Jadhav

Director



Bejobbed Incorporation Pvt. Ltd.

I accept the above terms & conditions of the offer letter

Signature:

Name: Apurva Sawant

Date:

## **Bejobbed Incorporation Pvt. Ltd.**

### **Introduction**

Bejobbed Incorporation Private Limited is a private company. This company is registered under the Registrar of Companies (RoC-Mumbai) and classified as the Indian Non-Government Company. Its authorized capital is Rs. 5,000,000 and its paid-up capital is Rs. 400,000.

### **Objective:**

- To give a holistic development to students on Personality/soft skills /technical skills by training our students as per industry requirements identified by the Institute.
- To assist Institute by sharing job leads received from your clients for final Placement and Summer Internships.

### **Outcomes**

Three students had participated in the interviews and were provided Summer Internships for two months from 2<sup>nd</sup> May to 30<sup>th</sup> June 2019.



# Name of MMS Students along with their Internship Offer Letters

## 1. Anna Correa



**Internship Offer Letter**

22<sup>nd</sup> April 2019

Dear Anna,

**Subject: Congratulations – you are invited onboard!**

We refer to your application for internship and the subsequent interview you had with us. We are pleased to offer you an **internship** with Bejobbed Incorporation Pvt. Ltd.

Your Project details and your Manager will be confirmed to you on the date of joining.

The base location would be **Mumbai**. The duration of the internship will be **Two months** starting from **2<sup>nd</sup> May 2019 to 28<sup>th</sup> June 2019**. It may however be extended if required and mutually agreed. Your Monthly Stipend Fees will be **Rs. 3500**.

You will be governed by the **Terms & Conditions** for your internship and HR policies of the organization. By signing this internship letter you agree to hold confidential and not use for your own benefit or any other party's benefit any information including but not exclusive to client / student database or the Assessment details relevant to Bejobbed process acquired during your internship with Bejobbed Incorporation Pvt.Ltd.

I once again welcome you to the family of Bejobbed and wish you a satisfying experience. Please sign a copy of this offer as acceptance, and return to the undersigned. Looking forward to having you in the Bejobbed team.

Warm Regards,



**Sandeep Jadhav**  
Director  
Bejobbed Incorporation Pvt. Ltd.

I accept the above terms & conditions of the offer letter

Signature:

Name: Anna Correa  
Date:

Registered Office: Bejobbed Incorporation,  
Office No. 305, Jay Aniruddh, Shivajinagar Road,  
Near Haveli metro station, Andheri East, Mumbai - 400009.  
Website: www.bejobbed.com  
CIN - U74900MH2014PTC356365

## 2. Drashti Patel



**Internship Offer Letter**

22<sup>nd</sup> April 2019

Dear Drashti,

**Subject: Congratulations – you are invited onboard!**

We refer to your application for internship and the subsequent interview you had with us. We are pleased to offer you an **internship** with Bejobbed Incorporation Pvt. Ltd.

Your Project details and your Manager will be confirmed to you on the date of joining.

The base location would be **Mumbai**. The duration of the internship will be **Two months** starting from **2<sup>nd</sup> May 2019 to 28<sup>th</sup> June 2019**. It may however be extended if required and mutually agreed. Your Monthly Stipend Fees will be **Rs. 3500**.

You will be governed by the **Terms & Conditions** for your internship and HR policies of the organization. By signing this internship letter you agree to hold confidential and not use for your own benefit or any other party's benefit any information including but not exclusive to client / student database or the Assessment details relevant to Bejobbed process acquired during your internship with Bejobbed Incorporation Pvt.Ltd.

I once again welcome you to the family of Bejobbed and wish you a satisfying experience. Please sign a copy of this offer as acceptance, and return to the undersigned. Looking forward to having you in the Bejobbed team.

Warm Regards,



**Sandeep Jadhav**  
Director  
Bejobbed Incorporation Pvt. Ltd.

I accept the above terms & conditions of the offer letter

Signature:

Name: Drashti Patel  
Date:

Registered Office: Bejobbed Incorporation,  
Office No. 305, Jay Aniruddh, Shivajinagar Road,  
Near Haveli metro station, Andheri East, Mumbai - 400009.  
Website: www.bejobbed.com  
CIN - U74900MH2014PTC356365

### 3. Apurva Sawant



**Internship Offer Letter**

22<sup>nd</sup> April 2019

Dear Apurva,

**Subject: Congratulations – you are invited onboard!**

We refer to your application for internship and the subsequent interview you had with us. We are pleased to offer you an **internship** with Bejobbed Incorporation Pvt. Ltd.

Your Project details and your Manager will be confirmed to you on the date of joining.

The base location would be **Mumbai**. The duration of the internship will be **Two months** starting from **2<sup>nd</sup> May 2019 to 28<sup>th</sup> June 2019**. It may however be extended if required and mutually agreed. Your Monthly Stipend Fees will be **Rs. 3500**.

You will be governed by the Terms & Conditions for your internship and HR policies of the organization. By signing this internship letter you agree to hold confidential and not use for your own benefit or any other party's benefit any information including but not exclusive to client / student database or the Assessment details relevant to Bejobbed process acquired during your internship with Bejobbed Incorporation Pvt.Ltd.

I once again welcome you to the family of Bejobbed and wish you a satisfying experience. Please sign a copy of this offer as acceptance, and return to the undersigned. Looking forward to having you in the Bejobbed team.

Warm Regards,


**Sandeep Jadhav**  
Director  
Bejobbed Incorporation Pvt. Ltd.

I accept the above terms & conditions of the offer letter

Signature:

Name: Apurva Sawant  
Date:

Registered Office: Bejobbed Incorporation,  
Office No. 206, Jay Anandish, Hiranand Road,  
Near Mand metro station, Andheri East, Mumbai-400099.  
Website: www.bejobbed.com  
CIN - U78900MH2014PTC236305

**MEMORANDUM OF  
UNDERSTANDING(MOU)**

**BETWEEN**

**St. Francis Institute of Management &  
Research**

"A" Grade by NAAC & ISO 9001-2015 Certified Institute

**&**

**Bejobbed Incorporation Pvt. Ltd.**

## MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding** (hereinafter called as the 'MOU') is entered into on this the 15<sup>th</sup> day of – May – Two Thousand Eighteen (15/05/2018).

To,

**Bejobbed Incorporation Pvt. Ltd.**

We are pleased to get into an association with your esteemed organisation as our Training and Placement partner.

**Purpose:**

1. To give a holistic development to students on Personality/ Softskills /Technical Skills by training our students as per industry requirement identified by the Institute.
2. To assist institute by sharing job leads received from your clients for Final Placement & Summer Internships

**Internships and Placement of Students: Terms and Conditions**

1. The company name, package, profile and job location will be communicated to the Institute and it will be kept confidential by the Institute till the consultancy notify for its disclosure.
2. The consultancy will not be approaching to the students directly, whose CVs are shared by the Institute for the current year placement till 30<sup>th</sup> June.
3. In case any student approaches you directly or indirectly for any job related issues, the consultancy will inform the concerned person of the Institute by an e-mail, giving student details.
4. The information about scheduling any selection process will be informed to the Institute well in advance and if possible can be consulted before fixing a date with the company.
5. Both Parties to obtain all internal approvals, consents, permissions, and licenses of whatsoever nature required for offering the Programs on the terms specified herein.
6. There shall be no monetary transactions from either side.

**You will be sharing the job profiles for the following fields of specialization. (Please Tickmark)**

Marketing	<input checked="" type="checkbox"/>	Finance	<input type="checkbox"/>	Human Resources	<input type="checkbox"/>
Information Technology	<input type="checkbox"/>	Operations	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

**Training Students : Terms and Conditions**

1. The consultancy will not be approaching students directly for any monetary benefits.
2. Training should be conducted based on Skill requirement identified by the institute.
3. Both Parties to obtain all internal approvals, consents, permissions, and licenses of whatsoever nature required for offering the Programs on the terms specified herein.
4. Training remunerations if applicable, will be as per the Institutes policy or with mutual consent with due approvals of institute's management.

**You will be imparting Training to the students in the following areas. (Please Tickmark)**

Soft Skills	<input type="checkbox"/>	Technical	<input checked="" type="checkbox"/>
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**Other :** \_\_\_\_\_

**Validity:**

**This Agreement will be valid until it is expressly terminated by either Party on mutually agreed terms, by way of communication, correspondence etc.**

Both Parties may terminate this MOU upon 30 calendar days' notice in writing. In the event of Termination, both parties have to discharge their obligations.

*I have gone through all the terms and conditions and have understood all the implications thereof. I agree to the above terms and conditions and in token of my acceptances I hereby affix my signature & Stamp to this document.*

**AGREED:**

For  
**St. Francis Institute of Management & Research**

  
Sangeeta Varma  
Manager Corporate Relation & Placement  
St. Francis Institute of Management & Research  
Mt. Painsur, S. V. P. Road, Borivali (West),  
Mumbai - 400 103. Tel: 022 28917009

**Authorized Signatory & Stamp of Institute**  
**Name :** Ms. Sangeeta Varma  
**Designation:** Manager Corporate Relations  
& Placement

For  
**Bejobbed Incorporation Pvt. Ltd.**


**Authorized Signatory & Stamp of Company**  
**Name :** ADWITIYA TIWARI  
**Designation:** BUSINESS MANAGER

St. Francis Institute of Management & Research	<b>Name of Industry :</b> Bejobbed Incorporation Pvt. Ltd.
<b>Address:</b> Mt. Painsur, S.V. P. Road, Borivali (W), Mumbai-400 103	<b>Address:</b> 305, Jay Antiksh Makwana Road Mumbai, 400059, Marol, Andheri East, Mumbai, Maharashtra 400059
<b>Contact Details:</b> 022-28902202	<b>Contact Details:</b> 8291-950698/259385
<b>E-mails:</b> placements@sfimar.org	<b>Emails:</b> campus@bejobbed.com contactus@bejobbed.com
<b>Web:</b> www.sfimar.org	<b>Web:</b> www.bejobbed.com