

Internship at IS Network

Dear Britney,

This is to confirm that you have completed a 1 month internship at IS Network.

Thank you for your contribution on Ethico. It was great to have you as part of the team.

Acknowledging your commitment and professionalism during your time here.

Best,

Rabia Tewari

Business Head

+91 9820137584 | www.isnetwork.in

A1, Hariniwas, L.J Road, Shivaji Park,

Mumbai - 400028



**DESIGN MEETS
BUSINESS**

CONDÉ NAST INDIA

The Intern Evaluation Form has been designed to assess the performance/skills and competence of your intern and help determine whether he/she can be pumped back into the system as a freelancer or full timer.

The intern evaluation form may also contribute to the intern's final score in his/her training; therefore, the evaluator should ensure a level of sincerity and honesty while assessing the candidate.

| | |
|-------------|--------------------------------|
| Intern Name | Chloe Chou |
| Duration | 1 month |
| Start Date | 18 th October 2019 |
| End Date | 19 th November 2019 |
| Supervisor | Akanksha Kamath |
| Department | Fashion Features, Editorial |

| SNO | SKILLS | Excellent | Good | Average | Poor | NA |
|-----|---|-----------|------|---------|------|----|
| 1 | Ability to organize and communicate ideas effectively | ✓ | | | | |
| 2 | Interpersonal skills with peers, supervisors and clients | ✓ | | | | |
| 3 | Problem Solving/ Critical Thinking skills | ✓ | | | | |
| 4 | Initiative; demonstrated interest in issues and policies related to the job and willingness to do more than is required | ✓ | | | | |
| 5 | Adaptability; able to accommodate change and perform a variety of tasks | ✓ | | | | |
| 6 | Professionalism; punctuality, attendance, reliability, dependability, and appropriate dress | ✓ | | | | |
| 7 | Ability to follow through with tasks and responsibilities effectively and efficiently | ✓ | | | | |
| 8 | Enthusiasm for the experience | ✓ | | | | |
| 9 | Overall Performance | ✓ | | | | |

Additional Comments:

Chloe has performed exceedingly well during her short stint as the fashion features intern. She is diligent, does her work with utmost care and attention to detail and is good with deadlines.

Is the candidate a culture fit?

Yes No

Can be considered for a full-time position in the future?

Definitely Maybe Needs Improvement No

Supervising Manager's Signature: _____

Akanksha Kamath

Date: _____

19/11/19

June 07, 2019

To whom so ever it may concern

This is to certify that Ms. Joyce Jestin, has successfully completed her internship with the K. C. Mahindra Education Trust.

Details of the internship are as follows:

Work accomplished:

- Assisting the KCMET team in shortlisting candidates for the K C Mahindra Scholarship for Post Graduate Studies Abroad, 2019 from a pool of 1,331 applications.
- Preparing the scholastic records and researching university ratings for all 1,331 applications.
- Maintaining a wide-ranging data base for all the shortlisted candidates.
- Follow up with candidates.

Project Guide: Kieran Rodrigues (Manager – K. C. Mahindra Education Trust)

Duration : 15.04.2019 to 07.06.2019

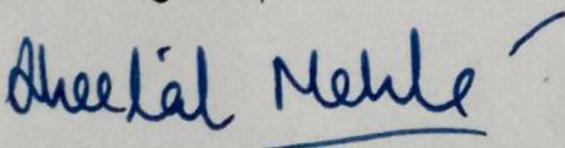
Location : Mumbai

Joyce's high level of involvement and commitment to her work ensured that she completed her tasks effectively and thoroughly within the stipulated timeline, effectively contributing to the organizations strategic intervention.

Joyce brings with her a strong educational background, quick grasping ability, enthusiastic and friendly nature, good initiative and team work abilities and most significantly an openness to learn. She would be an asset to any team or organization that she is a part of.

We at the K. C. Mahindra Education Trust wish Joyce all the best for her future endeavors.

Warm Regards,



Sheetal Mehta
Trustee & Executive Director

Certificate of Appreciation



Xavier's Resource Centre for the Visually Challenged
Awards this Certificate

to Diana Rodrigues for completing a
SUMMER INTERNSHIP, towards building

Inclusion & Access for persons with blindness and low vision.

Duration of Internship for the month of April 2019

S.M. Taraporewala

Dr. Sam Taraporewala
Director, XRCVC

The XRCVC is a department of St. Xavier's College, Mumbai that works towards breaking barriers and achieving access
for persons with blindness and low vision. (www.xrcvc.org)

KIDSTOPPRESS MEDIA PVT. LTD



Date: 27/02/2020

TELEPHONE: +91 9820053429

EMAIL: info@kidsstoppress.com

REGISTERED ADDRESS: A-5/1,
WORLI Sea Side CHS,
Narayan Pujari Nagar,
Khan A G Khan Road,
Worli, Mumbai - 400030.

TO WHOMSOEVER IT MAY CONCERN

This letter is to certify that Miss Reha Patel, a student of BA in English Literature from St. Xavier's College, Mumbai, has completed an internship with Kidsstoppress.com. She began interning with us on 25th April and worked full time from 9:30 am to 6:00 pm until 6th June. From July to February, she has been coming in once a week on Tuesdays from 2:00 pm to 6:30 pm. She also works from home when the need arises.

In her capacity as an intern, Reha has worked with the edit team and written articles, scripted podcasts and written the copy for social media posts. It is especially remarkable how she manages to successfully write about topics that are sometimes beyond her realm of knowledge. Her work is well researched and thought out. Reha is a hardworking, diligent and cheerful girl.

I wish her the very best in all her future endeavours.

Sincerely,

Mansi Zaveri

Mansi Zaveri
(Founder and CEO of Kidsstoppress.com)



www.kidsstoppress.com

Film Companion LLP

Mr. Sahir D'Souza

401, Amore building, Fairy cross road,
Bandra, Mumbai

Internship Certificate

This is to certify that **Mr. Sahir D'Souza** has successfully completed his Internship in "Film Companion"

He was working with FC from 29th April 2019 to 31st May 2019.

During his tenure with FC we found him hardworking and capable.

We wish him all the very best for a successful career ahead

| |
|---------------------------------|
| Film Companion |
| TOR, <i>Mohini Chaudhary</i> |
| Authorised Signatory |

Managing Committee :
Dr. Pravina Shah (President)
Dr. Sangeeta Ravat (Vice President)
Dr. Joy Desai (Jt. Secretary)
Dr. Jayanti Mani (Jt. Secretary)
Ms. Carol D'Souza (Treasurer)



Since 1972
SAMMAN
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Patrons :
Dr. Bhim Sen Singhal • Dr. Mithu Alur • Mr. Ashok Parekh

Executive Committee :
Dr. Pradnya Gadgil • Dr. Ashok Sirsat
Dr. Urvashi Shah • Ms. Nola Shah
Mr. Mahesh Palan.

May 15, 2018

TO WHOSOEVER IT MAY CONCERN

This is to inform you that Siddhita Sonavane worked with Samman Association on a summer internship, from 16th April 2018 to 15th May 2018. We found her to be punctual, dedicated and a willing and quick learner. She completed her assignment with us to our satisfaction.

Carol D'Souza

Carol D'Souza
Trustee

Corporate Human Resources Department
Ref.: HK/HR/2018/CERT/M-71

25-June-2018

To:

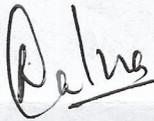
The Head of the Department
ST. Xaviers's College
Mumbai – 400 001.

CERTIFICATE

This is to certify that **Ms. Sruthi Venkateswaran**, a Bachelor of Arts student of your institute has undergone Internship in **Godrej Archives** at Vikhroli Establishment from 04-May-2018 to 02-June-2018.

During the aforesaid period, **Ms. Sruthi Venkateswaran** completed a project titled "**Cataloguing**" under the guidance of Ms. Amruta Marathe, Deputy Manager - Archives and has submitted the project report.

We wish Ms. Venkateswaran all the best in her future endeavors.



Reena Lakra
Senior General Manager –
Human Resources

jp



Joining Letter: Taran Werner

Dear Taran,

Hope you will keep growing with Select Publishing Company.

With reference to the discussions you have had with us, we are pleased to appoint you as "Junior Correspondent" for DCI MEDIA on the following terms and conditions:

1. You will be paid a consolidated amount of Rs. 5,000/- per Month, starting from 25th Feb, 2019.
2. From 1st April when you join the organization full time, you will be paid a consolidated amount of Rs. 15,000/- per Month.
3. Your working hours will be determined by the "Digital Head" according to the requirements of the company.
4. We are a 6 days a week working company. All Saturdays are working.
5. In this capacity, you will be located at Andheri west, Mumbai and will report to **Saurabh Sinha** or any other person nominated by the company. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your appointment in this company, your services could be reassigned to any other company of the Select Media Group.
6. You may also be assigned such other duties as may become necessary at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
7. You will be eligible for 18 days leave pro-rated per calendar year. However, leave will be allowed subject to exigencies of work. All leave requests are expected to be filed on mail.
8. This appointment can be terminated by giving ONE-month notice on either side or payment in lieu of shortfall in this notice period.
9. You shall observe all rules and regulations of the company.
10. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.
11. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.
12. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above mentioned terms and conditions and return the same for our records.

Regards,

Saurabh Sinha

SAURABH SINHA

Date :15 /04/2020

To,

Taran Anil Warner
Lok Nirman A 1,
Dr Ambedkar Road,
Khar,
Mumbai - 400052

Dear Taran,

We refer this offer letter to our discussions and are placing on you the assignment for content development on following terms and conditions:

1. Scope:
 - a. To thoroughly read the books, analyse, draft and finalize the summary of the provided books.
 - b. The summary can range from 3000 to 4000 words depending on the original book
 - c. The structure of the content shall be provided by us, your scope would involve providing analysis and summary of the book. It is expected the summary covers all the main lessons derived from the book.
2. Tenure: You have to provide 4 book summaries per month and 2 writeup assignments on the given topic. Total tenure is 2 months in the period of April -June 2020. Due to the undefined postponement of the university/college exams owing to the current lockdown situation in the country ,in the event of the exams being scheduled during the internship period the candidate will have to update accordingly and complete the internship post exams.
3. Stipend: Total stipend is Rs. 8000/- per month which would be released post successful completion of the internship
4. Originality of the content:
 - a. As you are summarizing the book from the original published book, you would ensure that the content developed by you would be plagiarism free. You would also provide an undertaking confirming that the summarized book is plagiarism free.
 - b. If any future liability arises from the publisher, the author of the original book or any competitor due to plagiarism the same shall be to your account and you shall indemnify us to that effect.
5. Revision of work (content)
 - a. It is expected that prior to work submission the content is verified at your end and it is ensured that there are no grammatical mistakes and duplication of content.
6. Intellectual Property Rights (IPR):
 - a. The IPR of the content developed by you shall be solely ours and you shall have no claim present and future on this account. This clause shall be part of the undertaking to be provided as per clause 4.a
7. Anti-competition clause: As part of the undertaking in 4.a

- a. You shall also undertake that during the course of the present service order and / or future orders, you shall not work with any other company / person for the similar nature of work.
 - b. Further undertaking would be provided that in case in future you work on similar nature of work other than during the currency of our service orders, you shall not take up any similar work on the books summarized for us.
8. Completion of internship:
- a. Upon completion of internship, you shall return back any data provided by us and all summaries developed by you. The rights also would be transferred to us. The work strictly cannot be reproduced on any other forum

Regards,

Komal Kothavale

On Behalf of Majestic Publishing House

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Yashashree Uchil has interned with Radio Mirchi at our office from 1/7/2019 to 30/8/2019.

She has successfully completed her internship in the Programming Department, under the guidance of RJ Arjun. She co-hosted 'The Mirchi Hangout Show' from 3:00 PM - 5:00 PM for two months with RJ Arjun. The show is based on college buzz, trends and all things college. During the internship she has also learnt the following things:

1. Basic understanding of how radio functions as a medium.
2. Content generation/ ideation
3. Show production
4. Basic understanding of the RJ's console
5. Basic understanding of a software called RCS (Radio Computing Services)
6. Voice Modulation

We have found Yashashree Uchil to be efficient and we wish her all the best for her future endeavors. The stipend that she will receive for the internship will be Rs. 15,000/-



For Entertainment Network (India) Limited,
Mithun Banerjee
Programming Head, Mumbai.



CERTIFICATE

OF PARTICIPATION

Congratulations!

Miss. Jiniya Chatterjee

In recognition & appreciation for your active involvement as an Assistant Supervisor in 10 days Summer Camp organised by FACT, held at University of Toledo, Ohio USA from May 27, 2019 to June 5, 2019

June 5, 2019

Date

Signature



14-9-2020

To Whomsoever It May Concern

This is to certify that Jiniya Chattopadhyay, student of St. Xavier's College, Mumbai has completed her summer internship with Reachivy Pvt. Ltd. as Summer Associate – Content Writing for the period 15/06/2020 till 31/08/2020.

We found her sincere, hardworking, technically sound and result oriented.

We wish her all the best for her future endeavors.

For Reach Education Private Limited

Vibha Kagzi
CEO



Date: 14th May 2018

Experience Letter of Internship

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. Swati Anwasha** student of St. Xavier's College, Mumbai has successfully completed her internship for one month in our organization **Leadstart Publishing Pvt. Ltd.** Her tenure was from 10th April 2018 to 10th May 2018. She worked as an "**Intern in Editorial Department**".

During her tenure, she read and made a synopsis of the books.

Her Performance during this period was very good and satisfactory. We found her punctual and hardworking person.

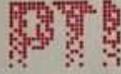
We wish her all the best for her future endeavors!

With Regards,

Anindita Mondal

Anindita Mondal

HR- Manager



THE PRESS TRUST OF INDIA LIMITED

357, Dr. D.N. Road, Fort, Mumbai-400 001

May 10, 2019

To Whomsoever it May Concern

This is to certify that Ms. Swati Anwasha has completed her summer internship with us for a month from April 10 to May 10, 2019.

As part of the programme, she has worked on our Business News Desk, which involved editing/re-writing news stories as well as attending a few press conferences.

She was diligent in her work and we wish her the best for her final year of studies.

K J Bennychan
Senior Associate Editor
The Press Trust of India.



Phone : (022)-22872371, 22872373, 22872302, 22873062, 22871339 Fax : 22872839

e-mail : mumbai@pti.in, accmumbai@pti.in

Registered Office : P.T.I. Building, 4, Parliament Street, New Delhi - 110 001

CIN : U74900DL1947PLC010334

Letter Of Recommendation

TO WHOMSOEVER IT MAY CONCERN

This letter is to certify that Ms.Corrina Vongekar has successfully completed her internship program starting from 16th April 2018 to 1st June, 2018. She was working with M/S. Di-Mentions Studio LLP in the Social Media Department and was actively involved in various projects and tasks assigned to her.

During this span, we found her to be sincere, punctual and a hardworking person. Her learning ability is good and her involvement in our daily activities has proved to be fruitful.

We would like to wish her a bright future ahead.

For Di-Mentions Studio LLP

Naveen

Mr. Naveen Pandey

(H.R. Manager)

Place: Mumbai

Date: 01.06.2018

Date: 25th October, 2018

To,
Corrina Vongeyer
M:-8080529455
Email:corrinavongeyer1599@gmail.com

Sub: Offer of Internship

Dear Corrina,

Further to our discussions, we are pleased to offer you **Internship** in **Social Media Department** with **Di-Mentions Studio LLP**, with effect from **16th October, 2017** You will be based in **Mumbai**. Terms and conditions of your offer are as stated below.

During your Internship, your monthly fixed cost to company will be **INR 10,000/- (Rupees Ten Thousand Only)**. After completion of your internship company will provide letter of recommendation.

All terms contained in this offer shall be retained in confidence by you and you agree not to disclose it to any other person without permission of the Company.

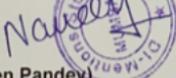
You also agree not to disclose any confidential or proprietary information to anyone outside Di-Mentions Studio LLP. If you have any questions as to what comprises such confidential or proprietary information or trade secrets, you may consult your senior.

If you agree to these terms and conditions, may we request you to sign the copy of this letter in token of your acceptance of the offer of employment and the terms and conditions thereof.

Yours sincerely,

For Di-Mentions Studio LLP

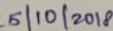
Sd/-


(Naveen Pandey)
(H.R Manager)

I accept the offer of Internship and agree to abide by the terms and conditions of my employment.

Signature: 

Name: 

Date: 

entertainment network (india) limited

Corporate office: Tada Gardens, Ground Floor, Naranda Mills Compound,
Sion Road, Lower Parel (West), Mumbai - 400 013.
Tel: 91-22-42583000, Fax: 91-22-42583000

15th November 2019

TO: **INTERNSHIP REPORT: MISS. COMSOLINI**

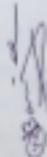
This is to certify that Sushree Savita has interned with Radio Mirchi at our office from 1/9/2019 to 15/11/2019.

She has successfully completed her internship in the Programming Department, under the guidance of RJ Arjun. She co-hosted The Mirchi Hangout Show from 3:00 PM - 5:00 PM for two and a half months with RJ Arjun. The show is based on college buzz, trends and all things college.

During the internship she has also learnt the following things:

1. Basic understanding of how radio functions as a medium.
2. Content generation/ ideation.
3. Show production.
4. Basic understanding of the RJ's console.
5. Basic understanding of a software called ACS (Radio Computing Services)
6. Voice Modulation.

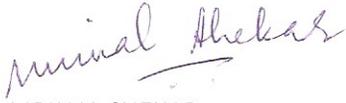
We have found Sushree Savita to be efficient and we wish her all the best for her future endeavors. The stipend that she will receive for the internship will be Rs. 18,750/-.



For Entertainment Network (India) Limited,
Mithun Banerjee
Programming Head, Mumbai.

To whom it may concern

This letter is to certify that Gayathri Pushpanadh has successfully completed her internship programme (April 21 to May 18, 2019) with *Friday* magazine. During her programme with the editorial department of the magazine, Gayathri proved that she is not just a talented features writer, capable of taking on complex features that require intense research but was very professional too as she performed excellently under pressure. Her interpersonal and communication skills as well as her ability to understand and learn swiftly made her an invaluable part of the team in no time. I wish her the best.



MRINAL SHEKAR
Editor
Friday Magazine
Gulf News
UAE