

# CREDO STUDY

## Your Excellence Begins Here

Udyam Registration No.: UDYAM-UP-37-0020086

## OFFER LETTER

Date: 08 December 2025

**To,**  
SANGEETA KUSHWAHA  
Malviya Nagar, Konch, Jalaun, Uttar Pradesh – 285205

Dear Sangeeta Kushwaha,

We are pleased to offer you the position of **Online Receptionist** at **CREDO STUDY**. This role requires only **3 hours** of work per day with flexible timing.

**Note:** This is a performance-based, commission-based engagement.

### ***PERKS & BENEFITS***

- SIM recharge support.
- Flexible 3-hour work schedule.
- Work-from-home.
- Two domestic tours/year.
- Training support.
- Unlimited income growth.
- Accidental insurance.
- ■1000 medical support after 6 months.

### ***TERMS & CONDITIONS***

- Minimum 3 hours/day work.
- Daily reporting required.
- Commission only for self-generated leads.
- No fixed salary.
- Confidentiality is mandatory.
- Misconduct may lead to termination.
- 30■day observation period.

### ***NOTICE PERIOD & PIP***

- 15 day notice required.
- Commission only if work continues during notice.
- One month PIP for low performance.

### **LEGAL JURISDICTION**

All disputes fall under Konch District, Jalaun, Uttar Pradesh – 285205.

### **PRIVACY POLICY**

- Data must be used only for official work.
- No sharing or storing outside the job role.
- All data must be deleted when leaving the role.

### **CANDIDATE ACCEPTANCE**

I, \_\_\_\_\_, accept all Terms & Conditions stated above.



**Jagmohan Kushwaha**  
**Founder & CEO**