

MEMORANDUM OF UNDERSTANDING (MOU) between

R.C.PATEL ARTS ,COMMERCE AND SCIENCE COLLEGE,SHIRPUR

And

NARAYAN SKILL SERVICES, CHAKAN,PUNE

This is an agreement between "R.C.PATEL ARTS ,COMMERCE AND SCIENCE
COLLEGE,SHIRPUR

and "NARAYAN SKILL SERVICES,CHAKAN"

(MOU VALID UPTO - 09-01-2026)

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to...

In particular, this MOU is intended to:

- to provide job opportunity to students
- to provide internship opportunity to students
- to plan future training sessions

II. BACKGROUND

(For mutual understanding)

Contact Information

Partner name – R.C. PATEL ARTS, COMMERSE & SCIENCE COLLEGE, SHIRPUR
Partner representative- HARSHAL S. BADGUJAR
Position- TRAINING AND PLACEMENT OFFICER
Address- KARVAND NAKA, PHARMACY CAMPUS SHIRPUR
Telephone -8888253484
E-mail - tnprcp@gmail.com

Partner name - Narayan Skill Service, Chakan, Pune
Partner representative - Omprakash Mishra.
Position - owner
Address - Chakan, Pune
Telephone - 9693286852
Fax -
E-mail - NSSHR2023@gmail.com.

Deelati
Principal
R.C. Patel Educational Trust's
R.C. Patel Arts, Comm. & Sci. College
Shirpur, Dist. Dhule 425 405

(Principal)

Date:



R.C. PATEL ARTS, COMMERSE & SCIENCE COLLEGE, SHIRPUR

Omprakash

Omprakash Mishra

[owner]

Date: 9-01-2023

(Narayan Skill Service, Chakan)





R. C. Patel Educational Trust's

R. C. Patel Arts, Commerce and Science College

Karvand Naka, Shirpur 425405, Dist - Dhule, Maharashtra

☎: (02563) 299328

E-mail: principal@rcpasc.ac.in

President

Hon. Bhupeshbhai Patel

Principal

Dr. D. R. Patil

Name of Institute/Industry :- Narayan Skill Services, Pune
Year of Signing Linkage/ MoU :- 2023
Duration of Linkage/MoU :- 05 Years

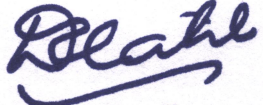
List of Activities carried out under MoU with Narayan Skill Services, Pune

Sr. No.	Particulars	Page No.
1.	Campus Drive (Third Party Manpower Sourcing)	04-08

Authorized Signature

Omprakash
Omprakash Mishra
[owner]




PRINCIPAL
R. C. Patel Educational Trust's
R. C. Patel Arts, Commerce and Science College
Shirpur, Dist.-Dhule (M.S.) 425405

MOU between NSS, PUNE AND RCPACS, SHIRPUR

Narayan Skill Service, Pune.

It's a third-party payroll company, which provides manpower to MNC clients as well as other manufacturers. Through NSS we are placed our college students from BA, BSC department in their third-party clients

Third party payroll (TPP) is a process where a business transfers the responsibility of paying their employees to another entity. TPP services usually involve a different company that caters to the business' payroll-related needs.

Third party payroll service allows the organization to cut back on costs of additional resources, software etc. It also helps to reduce the pay to each hire as they are not hired on the company payroll.

Third-party recruitment company is one that looks after the staff and offers the security of the best as per the convenience of the companies. With the increase in competition, now, each and every candidate is selected as per their performance in the working sector. Taking the help of a third-party recruitment agency in India is necessary because there is plenty of unemployed individuals in the country who seek a job. Recruiting a person without any verification may lead to a risk to the company's reputation.

Payroll Outsourcing

- An act of delegating payroll administration to a third party having expertise in the payroll process
- Manage diverse functions such as calculation of wages and salary, leaves management, PF and income tax calculation, and direct deposit of net pay into the bank accounts of employees

Temporary Labour

- Temporary employees are hired to assist employers to meet business demands
- Project basis/Part-time basis/Contractual basis
- Could also be as a substitute for a permanent employee

Third Party Manpower Sourcing



Payroll Working

Step 1: Analysing the Current Manpower Inventory



Step 2: Making Future Manpower Forecasts



Step 3: Developing Employment Programmes



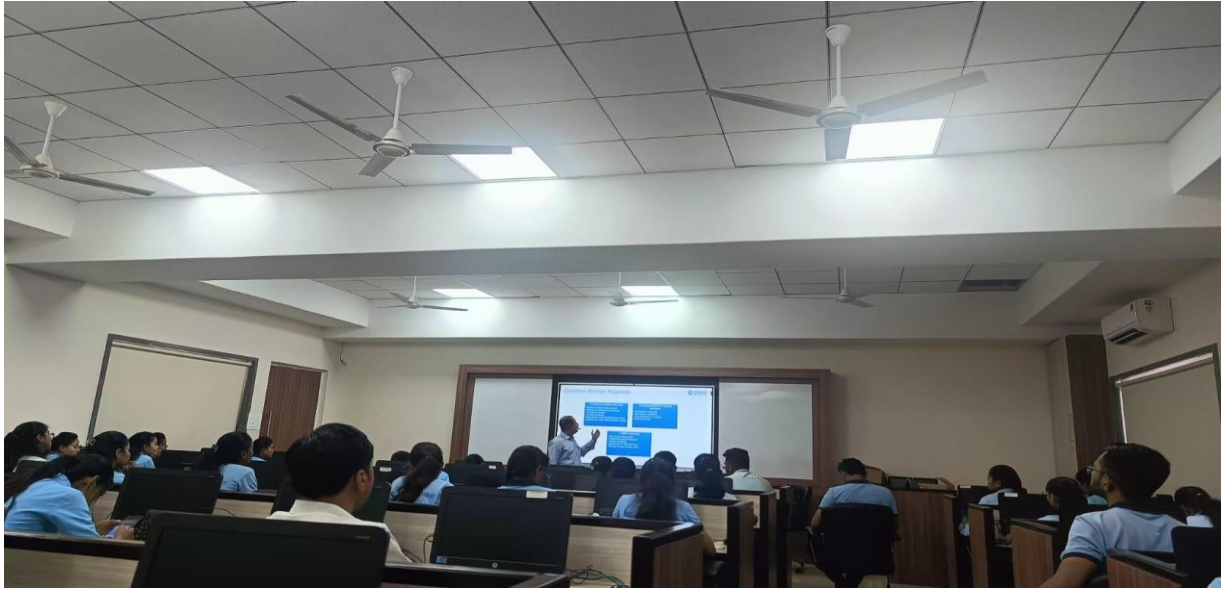
Step 4: Design Training Programmes



Interview by HR

Selected students list

Patil Jagruti Ravindra	B.Sc(Computer Science)
Sumit Mukesh bhadane	Bac computer
Gayatri Ravindra Patil	Bachelor of Computer Application
Patel Harshada Manoj	Bachelor of computer science
Sidhant Narendra Bhavsar	Bachelor of management studies (e-comm)
Parmeshvar Jadhav	BBA E-commerce
Vishal Dnyaneshwar Patil	BBA(E-Commerce)
Patil Vaishnavi Narayan	BCA
Vasudev Sambhaji Patil	BCA
Gosavi Sagar Santosh	BCA
Girase Rushikesh Rupsing	BCA
Komal Vilas Thakare	Bca
Shyam Dhanraj Patil	BCA
Bhadane Jayesh Dashrath	BCA
Rahul Patil	MSC COMP.
Amar Sanjeev Borse	BCA
Khushi Rajesh shah	Bca
Pranavsinh Ravindra Rawal	BCA
Mansi Ramkrushna Wani	BCA
Nilesh Bhagwan Patil	BCA
Prasad Gopal Kolapkar	BCA
Mayuri Shankar Patil	BCA
sayali ganesh patil	Bca



Interview Training Session



Aptitude Test Session

In this drive by NSS, PUNE 78 Students Participated and 22 selected

BrightGeeks
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Info@brightgeeks.in
www.brightgeeks.in

19, 4th C Cross,
Koramangala Industrial
Area, 5th Block,
Bengaluru - Karnataka,
560095

Date: 25/05/2024

OFFER OF EMPLOYMENT

Dear **Rahul Sanjay Patil**,

We were delighted to have the opportunity to extend an offer. On behalf of BrightGeeks Technologies Pvt. Ltd., I am pleased to offer you the position of **Business Development Associate**. We believe you will be an outstanding addition to our team, and we are eagerly looking forward to welcoming you aboard. This offer is contingent upon the successful completion of any background checks and verification processes that may be required. Joining date **28th May, 2024**. And report at the company's Address - **BrightGeeks Technologies Pvt. Ltd., Unit – 2311, 3rd floor, Tower – B, Ardente Office One, Hoodi, Bengaluru, Karnataka, India, 560048.**

- **Training Period** : 28th May, 2024 to 04th June, 2024
- **On the job Training Start Date** : 05th June, 2024
- **Location** : Bangalore
- **Salary** : INR 18,000 per month (including variable pay)
- **Additional Incentives** : Up to INR 10,000/-
- **Monthly Target** : 1,20,000/-

After the probation period, there may be a salary hike: 3 to 5 LPA (based on performance)

During the onboarding process, we will thoroughly discuss your targets and establish a clear agreement.

By accepting this offer, you confirm that you have read and understood the terms and conditions, and you are accepting the offer from BrightGeeks Technologies Pvt. Ltd.

Signature: _____ Date: _____

(Rahul Sanjay Patil's Signature) 2/4

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Training Policy:

- By accepting this offer, you agree to fulfill your responsibilities with care, diligence, and in compliance with management norms. You acknowledge that your work schedule will be from 10 AM to 7 AM, with a 9-hour shift including breaks. You will be entitled to one and half day off per week.
- **Leave Policy:** Employees must request leave in writing to their HR Department at least 2 working days in advance. Approval from the HR Department or designated authority is required before taking leave. Unauthorized absences may lead to disciplinary action. Emergency situations must be communicated to the supervisor immediately for consideration.
- **Employee Irregularity:** When an employee demonstrates irregularity in their work performance or attendance, it can result in an extension of their Probation Period.
- **Probation Period:** You will be on probation for a period of three - six months. During this time, your performance will be assessed to determine your suitability for the role.
- Please be assured that all your information will be kept safe and confidential by BrightGeeks Technologies Pvt. Ltd. Similarly, any information acquired during your employment must be kept confidential, and you must refrain from using it for personal purposes or disclosing it to third parties.
- Upon completion of your employment, you must promptly return all company property, equipment, and documents, including electronically stored information.
- It is essential that you cooperate with and adhere to all policies and practices of BrightGeeks Technologies Pvt. Ltd., for your own development as well as the company's.
- Adjustments to your deductions and incentives will be made in accordance with your monthly targets.

Please signify your acceptance of this offer by signing below. We extend a warm welcome to you at BrightGeeks Technologies Pvt. Ltd. and look forward to a mutually beneficial experience.

Signature: _____ Date: _____

(Rahul Sanjay Patil's Signature)

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Resignation Period/Government Policy's:

Important Notice Regarding Compliance with Notice Period and Financial Obligations upon Resignation.

- During the probation period, you will receive all the benefits available to trainees. If, for any personal reason, you wish to discontinue the employment, you must follow the company's resignation procedures, which include providing a one-month notice period. Failure to serve the notice period will require you to compensate the company with an amount equal to one month's salary, and you will be relieved from your position.
- In the event that you are unable to complete the designated one-month notice period, it will result in a significant financial liability on your part. Consequently, you will be required to remit the equivalent of your one-month salary to the company and you can be relieved from the company.
- We expect your full understanding and strict compliance with this policy. Please be aware that failure to provide the required notice period or to fulfill the financial obligations outlined above will result in the termination of your employment contract without further notice or benefits. We take these matters seriously in order to uphold the professionalism and integrity of our organization.
- Any tax liabilities arising out of the remuneration will be deducted as per the Income Tax Rules and may be subject to change from time to time as directed by the government. And related bodies.
- TDS may be deducted as per government norms. TDS deducted from salary will be refunded if an excess amount was paid, or payable if less was paid, in accordance with Income Tax Rules at the end of the financial year upon filing Income Tax Returns within the cutoff date specified by the Income Tax Department.

Thank you for your attention to this matter, and we trust that you will adhere to your professional obligations as a valued member of our team.

Signature: _____ Date: _____

(Rahul Sanjay Patil's Signature)

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ANNEXURE - A

As part of the onboarding process, please forward the scanned copies of the following documents to the companies HR email hr.acquisition@brightgeeks.in

Documents:

- 1 Signed copy of the Offer Letter
- SSC (X Std) Marks Card & 12th Marks Card
- Degree/Diploma/Highest qualification certificate along with marks card 1 Photograph
- PAN Card, Voter ID & Driving License Scanned Copy

AMENDMENTS:

The company has the authority to make changes, substitutions, or cancellations to any of its policies and procedures as required, either due to statutory requirements or other circumstances. All such changes will be appropriately updated on the company's intranet and communicated to the employees through the proper channels. Employees are expected to comply with the updated policies as per the company's rules.

If you agree to accept this position, please notify us in writing by signing your name and mentioning the date of joining at the bottom of this page indicating your acceptance of this appointment.

ACCEPTANCE:

I, _____, WILLING TO TAKE THIS OPPORTUNITY TO JOIN BRIGHTGEEKS TECHNOLOGIES PRIVATE LIMITED AS BUSINESS DEVELOPMENT ASSOCIATE.

Signature: _____ Date: _____

(Rahul Sanjay Patil's Signature)

One of the students from the M.Sc Computer department joined here on third party payroll of NSS,PUNE with Bright Greeks, Bangalore