



## HELPING HUT

"ENSURING BASIC NEEDS THROUGH POSITIVE DEEDS."

16/01/2023

Paras Nath Sow

parasnath4118@gmail.com

Dear Paras Nath,

We are pleased to offer you the position of Graphics Team Coordinator (Intern) at Helping Hut with a start date of 16\01\2023, contingent upon activeness and credible towards your responsibilities. You will be reporting directly to Mohit Nagar. We believe your skills and experience are an excellent match for our company.

In this role, you will be required to: -

- Assign the tasks to the member of graphics designing team.
- Manage the coordination between the members of graphics designing team.
- Supervise the members for making professional designs.
- Brush up the Graphics Work using Adobe Photoshop and Canva.

The incentives you'll receive is as follows:

Your employment with Helping Hut NGO will be for a period of 6 months and on an at-will basis, which means you and the company are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

Please confirm your acceptance of this offer by reporting directly to your manager with this offer letter.

We are excited to have you join our team! If you have any questions, please feel free to reach out at any time.

Sincerely,

[Raghvendra Pratap Singh]

[Founder & CEO]



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helpinghutngo@gmail.com



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