

***Singi Marketing Pvt Ltd***  
**APPLICATION FORM**



Date \_\_\_\_\_

**1. Personal Details**

• Full Name:

• Date of Birth:

|

Gender

• Contact Number:

|

Email Address:

• Residential Address:

• City:

|

State:

|

Pincode:

Photo

**2. Emergency Contact Details**

Name:

Relation

Contact Number

**3. Identification & Bank Details**

• Aadhar Card Number

|

PAN Card Number:

• Bank Account Number:

|

IFSC Code:

• Bank Name:

**4. Language Proficiency**

Please tick all languages you can speak fluently:

☐ Hindi

|

☐ English

|

☐ Other

**5 Qualification & Background**

**5.1 Highest Qualification**

Highest Qualification Achieved:

Year of Completion:

Institution Name:

**5.2 Computer Knowledge: Yes / No**

**5.3 Languages Known** \_\_\_\_\_

**5.4 Work Experience (if any)** Yes / No \_\_\_\_\_

Company Name:

Role:

Duration:

**5.5 Position Applying For** \_\_\_\_\_

- [4] Helpline

[5] Camping Review

[6] Office Work
- [7] Tele caller

[8] Field Employee

[9] Agency
- [10] Tele caller Manger

[11] Tele caller HR

[12] Marketing HR
- [13] Marketing Manger

[14] Agency Manger

[15] CEO

5.6 Post:  
Preferred Shift: Morning I Afternoon I Night

5.7 Required Device:  
[1] Computer / Laptop [2] Internet [3] Smart Phone

6. Availability

Preferred Working Hours: \_\_\_\_\_ To \_\_\_\_\_

AGREEMENT FOR EMPLOYEE

Declaration  
I, \_\_\_\_\_, hereby declare that the information given above is true to the best of my knowledge. I have read and understood all the terms and conditions mentioned in this agreement. I accept and agree to follow the same.

Acceptance of Terms  
By using our services (Tele calling, Voice Broadcasting, Lead Generation), you agree to follow these Terms and Conditions. If you do not agree, please do not use our services.

Terms and Conditions

1. Purpose

These terms define the roles, responsibilities, and expectations from all directors associated with Singi Marketing Private Limited in accordance with the Companies Act, 2013.
2. General Conduct

All directors must act honestly, ethically, and in good faith. Decisions must be made in the best interest of the company and its stakeholders. Personal interests must not interfere with the business.
3. Confidentiality

All directors must keep all company data, client information, and internal strategies confidential. No data shall be shared outside the company without prior approval.
4. Compliance

Directors must follow all laws, rules, and regulations, including:

TRAI guidelines

DPDP Act, 2023

Companies Act, 2013

Directors must ensure no DND numbers are called during any campaigns.
5. Duties & Responsibilities

Approve and monitor business strategy, policies, and financials. Maintain proper documentation and reporting. Ensure services (Telecalling, Voice Broadcast, etc.) are carried out ethically and as per pricing policy.
6. Decision-Making

All critical decisions must be taken collectively, with documentation. Disagreements should be resolved through discussion and proper recording.
7. Conflict of Interest

Any personal interest or outside involvement that may affect the company must be disclosed immediately. Directors must not take advantage of their position for personal gain.
8. Financial Responsibility

All directors are accountable for proper use of company funds. No unauthorized payments, withdrawals, or liabilities shall be made or approved.
9. Resignation or Removal

A director must provide a written notice if they wish to resign. The company reserves the right to remove a director for misconduct, non-performance, or legal violation.
10. Legal Liability

Any legal issues arising from negligence, fraud, or violation of these terms will be the responsibility of the concerned director.
11. Non-Compete Clause

Directors shall not start or support any competing business during or for 1 year after their term without written consent.
12. Agreement

By accepting the role of director, the individual confirms that they have read, understood, and agreed to follow all the above terms.

Terms and Conditions for Company

# 1. Acceptance of Terms

By using our services (Tele calling, Voice Broadcasting, Lead Generation), you agree to follow these Terms and Conditions. If you do not agree, please do not use our services.

# 2. Services Offered

We provide:  
Tele calling Services  
Voice Broadcasting (Auto Call)  
Lead Generation Campaigns

All services will be provided as per the plan chosen by the client.

# 3. Pricing & Payment

Pricing will be based on the package selected. All payments must be made in advance. GST and other applicable taxes will be added. Late payments may delay the campaign.

# 4. Campaign Execution

The client must provide accurate details such as target audience, script, and campaign goals. We will initiate the campaign only after receiving all necessary inputs and payments. All calls (manual or automatic) are recorded for quality and legal compliance.

# 5. Leads & Performance

A "lead" means a customer who has shown interest (e.g., pressed a button, requested a call back, or responded positively). We are not responsible for sales conversion after leads are handed over. We do not guarantee specific numbers of conversions or sales.

# 6. Data & Privacy

We follow all regulations under TRAI and DPDP 2023. We will not call numbers listed under DND (Do Not Disturb). All customer data shared by the client is kept confidential and used only for the agreed campaign.

# 7. Refund Policy

Once the campaign begins, **no refunds** will be provided. If the client cancels before the campaign starts, a partial refund may be possible (platform fees will be deducted).

# 8. Responsibilities of the Client

Ensure data shared is correct and not stolen or illegally collected. Scripts must follow legal and ethical standards. The client must not use our services for illegal, offensive, or misleading campaigns.

# 9. Service Limitations

We are not responsible for call failures due to network issues, wrong numbers, or recipient unavailability Campaigns may be paused during technical or legal review if needed.

# 10. Changes to Terms

We may update these Terms from time to time. Clients will be notified of major changes.

# 11. Governing Law

These Terms are governed by the laws of India. All legal matters will be handled in the jurisdiction of Rajkot **Gujarat**.

**Singi Marketing Private Limited** For any questions, write to:

[singimarketingco@gmail.com](mailto:singimarketingco@gmail.com) | Call: +91 73719 99909

## Terms and Conditions for Office

### 1. Office Timings

Working hours are from 9:00 AM to 7:00 PM, Monday to Saturday. Sunday and public holidays are considered non-working days unless prior notice is given.

### 2. Attendance & Punctuality

All employees must mark attendance on time every day. Late entry beyond 15 minutes must be reported to the supervisor. Repeated late arrivals may lead to salary deductions or disciplinary action.

### 3. Dress Code

Employees must follow a neat and formal dress code. No casual wear such as shorts, flip-flops, or graphic t-shirts allowed during office hours.

### 4. Office Conduct

Maintain professional behavior and mutual respect at all times. Loud conversations, arguments, or disrespectful behavior are not tolerated. Use of abusive language or harassment of any kind will lead to strict action.

### 5. Confidentiality

All client data, call recordings, databases, and internal reports are strictly confidential.Sharing any company information without permission is prohibited and may lead to legal consequences.

### 6. Use of Office Property

Office computers, phones, and other equipment must be used for official work only. Damaging or misusing office property is a punishable offense and may result in compensation deduction.

## 7. Mobile Usage

Personal calls and mobile use must be kept minimal during work hours. Using phones during client calls or campaigns is not allowed unless it's part of the task.

## 8. Leave Policy

Prior approval is required for all leaves except in emergencies.Repeated unapproved leaves may lead to salary deductions or job review.

## 9. Workstation Cleanliness

Every employee is responsible for keeping their desk clean and organized.Do not leave food, wrappers, or personal belongings unattended.

## 10. Performance Monitoring

All calls and campaigns are monitored and recorded for quality control. Targets and performance will be reviewed weekly or monthly.

## 11. Violation of Rules

Any violation of the above terms may result in:

- 0 Verbal or written warning
- 0 Deduction in pay
- 0 Suspension or termination of employment (depending on the severity)

**By entering the office premises, all staff and interns agree to follow the above rules.**

For any clarification or updates regarding these terms, please contact your reporting manager or HR in writing.

### Terms and Conditions For Office HR

These terms and conditions outline the professional code of conduct, responsibilities, and expectations for all employees working under the Office HR policies at Singi Marketing Pvt. Ltd.

#### General Conduct

All employees must maintain professional behavior at all times in the office. Respectful communication with colleagues, seniors, and clients is mandatory. Personal conflicts must not interfere with work responsibilities.

#### Working Hours

Office hours are from **[9:00 AM] to [7:00 PM]**, [Monthly] .Late arrivals must be reported to the HR team in advance or at the earliest. Habitual latecomers will be given a warning, followed by disciplinary action if the behavior continues.

#### Leave Policy

Employees must apply for leave at least **7 working days** in advance. Emergency leave must be communicated as soon as possible. Uninformed or excess leave may lead to salary deductions or disciplinary action.

#### Dress Code

Formal or business casual attire is mandatory unless a specific dress code is declared.Employees are expected to maintain a clean and presentable appearance.

#### Confidentiality & Data Privacy

All company data, client information, and contact details are confidential. Employees must not share internal data outside the organization without permission. Violation of confidentiality can lead to immediate termination and legal action.

#### Use of Company Resources

Company equipment (laptops, phones, internet) must be used only for official work. Misuse or damage of company property will be chargeable. No unauthorized software or downloads are allowed on office devices.

#### Communication & Media

No employee is allowed to represent the company publicly or on social media without written approval. Only authorized personnel may communicate with the press or clients regarding company matters.

#### Performance and Review

Regular performance reviews will be conducted by HR and department heads. Promotions, appraisals, or disciplinary actions will be based on review reports and conduct.

#### Disciplinary Action

Violations of company policy may result in:

- 0 Verbal/Written Warning
- 0 Suspension
- 0 Termination

Serious misconduct (fraud, harassment, theft, etc.) will lead to immediate dismissal.

#### Final Notes

HR policies may be updated from time to time. All employees will be notified.Ignorance of policies will not be considered an excuse.By joining Singi Marketing Pvt. Ltd., all employees agree to follow the above rules.

### Terms and Conditions for Office Manager

#### 1. Job Role and Responsibilities

Oversee daily administrative operations of the office. Supervise and support staff to ensure efficient workflow. Maintain records, reports, and ensure timely data management. Coordinate meetings, schedules, and communications with internal and external teams. Ensure company policies and processes are followed at all levels.

## 2. Work Hours

Working days: Monday to Saturday. Office hours: 9:00 AM to 7:00 PM. Lunch break: 30 minutes (between 1:00 PM to 1:30 PM). Overtime (if required) will be compensated as per company policy.

## 3. Probation Period

Initial probation period: 3 months from the joining date. Performance will be reviewed during this period. Confirmation will be given in writing upon successful completion.

## 4. Salary and Benefits

Salary will be informed in the offer letter and credited monthly. Any revision or increment will depend on performance and company review cycles. Company benefits (if applicable) will be shared in a separate HR policy document.

## 5. Leave Policy

Casual Leave: 3 day per month Sick Leave: 30 days per year Paid Leave: 12 days per year (after confirmation) Prior approval is required for planned leaves. Leave without intimation may result in salary deduction.

## 6. Confidentiality Clause

The Office Manager must maintain confidentiality of all company data, employee details, and project information. Sharing confidential data without written approval is strictly prohibited.

## 7. Code of Conduct

Maintain professional behavior at all times. No discrimination, harassment, or misconduct will be tolerated. Respect toward colleagues, clients, and management is mandatory.

## 8. Termination

Either party can terminate employment with a **45-day written notice**. The company reserves the right to terminate immediately in case of serious misconduct or breach of trust.

## 9. Company Property

Any assets (like laptops, phones, documents) issued must be returned upon resignation or termination. Misuse or loss of property may result in deductions or legal action.

## 10. Amendments

The company holds the right to revise these terms with prior notice. All changes will be communicated in writing.

### Declaration:

By joining Singi Marketing Private Limited, the Office Manager agrees to the above terms and is expected to comply fully during the course of employment.

### Terms and Conditions for Office Staff

#### 1. Working Hours

Staff must report to the office on time as per assigned shift. Standard working hours are 9:30 AM to 6:30 PM (including lunch and tea breaks). Late coming without approval will be recorded and may lead to a deduction or warning.

#### 2. Attendance & Leaves

Daily attendance is mandatory through the official system. All leave must be pre-approved by the supervisor/manager. Uninformed absences for more than 2 days will be treated as misconduct.

#### 3. Work Discipline

Maintain professional behavior and respectful communication with colleagues and clients. Mobile phone use during work hours should be limited to essential purposes only. Any kind of abusive language, harassment, or violence will result in immediate disciplinary action.

#### 4. Confidentiality

All staff must keep client information, call scripts, and internal data confidential. Sharing company data or client leads without permission is strictly prohibited.

#### 5. Dress Code

Smart casuals or formal attire is expected. Untidy appearance may lead to verbal or written warnings.

#### 6. Use of Office Property

Office equipment (computers, headsets, phones) should be used responsibly. Damages caused due to negligence may be recovered from the staff's salary.

#### 7. Performance & Conduct

Monthly performance reviews may be conducted to ensure target achievement. Poor performance or lack of interest in duties may lead to warnings or termination.

#### 8. Resignation / Termination

A minimum of **15 days' notice** is required if an employee wishes to resign. Company may terminate employment with notice based on poor conduct, violation of terms, or performance issues.

#### 9. Probation Period

New staff will be on a **probation period of 3 months**. Confirmation will depend on performance, punctuality, and behavior.

#### 10. General Rules

No visitors allowed in the office during working hours without management permission. Consumption of alcohol, drugs, or tobacco inside office premises is strictly banned.

**Note:**

All staff are expected to read and follow the above terms. Non-compliance can lead to verbal/written warnings, salary deductions, suspension, or termination.

**Office Security Terms and Conditions**

These terms are designed to ensure the safety, security, and privacy of our team, clients, and workplace. All employees, vendors, and visitors must follow these points while entering or working inside the office premises.

**1. Entry & Exit:**

Entry is allowed only through the main gate during working hours. Visitors must sign in and provide a valid ID. Staff must use access cards or biometric entry (if applicable).Everyone must exit through designated points only.

**2. ID Badges & Access:**

All staff must wear their company ID badges visibly inside the office. Unauthorized persons are not allowed beyond the reception area. Do not share access cards, keys, or passwords with others.

**3. CCTV Monitoring:**

CCTV surveillance is active 24/7 for safety purposes. All movement in common areas, entrance, and exit points is recorded. Tampering with or obstructing cameras is strictly prohibited.

**4. Use of Equipment:**

Only authorized personnel may use company devices, phones, and systems. Do not install unauthorized software or connect personal USBs/devices. Report any suspicious activity or data breach immediately.

**5. Restricted Items & Behavior:**

Weapons, alcohol, drugs, or flammable items are strictly banned. Smoking is not allowed inside the office building. Fighting, harassment, or threatening behavior will lead to strict action.

**6. Emergency Situations:**

In case of fire, earthquake, or any emergency, follow the evacuation plan. Report accidents, injuries, or safety issues to the Admin immediately. Do not block fire exits or tamper with safety equipment.

**7. Data & Confidentiality:**

Confidential company information must not be discussed or shared publicly. All digital data must be protected with strong passwords and official tools. Lost or stolen devices must be reported immediately.

**8. Clean Desk Policy:**

Keep your workstation clean and free of personal clutter. Do not leave confidential documents unattended. Log off from your system when stepping away.

**9. Consequences of Violation:**

Any violation of these terms may lead to suspension of access, disciplinary action, or legal consequences based on severity.

**10. Agreement:**

By entering the office premises, you agree to follow all the above rules. The company reserves the right to amend these terms as required.

**Terms and Conditions for Telecaller Staff**

**1. Job Role & Responsibilities**

You are hired as a Telecaller Staff. Your main job is to call customers, share company information, and generate leads. You must follow the script and process provided by the company. All conversations must be professional, polite, and respectful.

**2. Work Hours & Attendance**

You must follow the assigned shift timings without delay. Daily attendance is mandatory. Late coming or absenteeism without approval is not allowed. You must inform your supervisor in case of any planned leave or emergency.

**3. Confidentiality & Data Safety**

You must not share customer data or internal company information with anyone. All data you handle is strictly confidential and protected under DPDP Act 2023. Violating this policy will lead to strict action or termination.

**4. Call Recording & Monitoring**

All calls are recorded for quality and legal compliance. Supervisors may monitor your calls anytime. You must never fake calls or give false reports.

**5. Code of Conduct**

No use of abusive language, false promises, or misleading information is allowed. You must not discriminate based on language, religion, gender, or caste. You should maintain a positive attitude and work in a team environment.

**6. DND & Legal Compliance**

Never call numbers registered under DND (Do Not Disturb) list. Follow TRAI and DPDP 2023 rules as per company training. Violating rules can lead to fines and immediate termination.

**7. Performance & Targets**

Your performance will be evaluated based on:

- 0 Call quality
- 0 Daily/weekly call volume
- 0 Number of valid leads generated

Repeated underperformance may lead to training, warnings, or job removal.

**8. Salary & Payment**

Salary will be based on per minute rate or per lead basis, as agreed.Payments will be made on a monthly basis after internal verification.Deductions (if any) will be explained transparently.

**9. Misconduct & Termination**

Any act of dishonesty, harassment, or theft is considered serious misconduct.Company can terminate services with or without prior notice in such cases.You may also resign with 7 days' written notice.

10. Agreement Acceptance

By joining the company, you agree to follow all above terms and company rules. These terms may change with notice as per management decision.

Terms and Conditions for Telecaller Manager

1. Job Role & Responsibilities

Supervise, guide, and train the team of Tele callers. Monitor daily call activities and ensure targets are met. Ensure proper use of scripts and adherence to call quality standards. Coordinate with the sales or campaign team for lead management. Generate daily/weekly/monthly reports of team performance.

2. Work Timings

Working hours: 7:00 AM – 7:00 PM (Monday to Saturday) Sunday will be a weekly off unless a campaign requires otherwise (prior notice will be given). Punctuality and daily attendance are mandatory.

3. Performance Standards

You must maintain professionalism and discipline at all times. Quality of calls, team efficiency, and lead conversion will be reviewed regularly. Continuous underperformance (more than 2 consecutive months) may result in a warning or termination.

4. Data Privacy & Confidentiality

All customer data, call recordings, and internal documents are confidential. You must not share, forward, or misuse company or client data under any circumstances. Any data breach or misconduct will lead to legal action.

5. Compliance

You must ensure the tele calling team strictly follows:

- TRAI Guidelines
- Do Not Disturb (DND) restrictions
- Data Privacy and DPDP Act 2023

Calls should only be made to valid, approved numbers and during permitted hours.

6. Code of Conduct

You must behave respectfully with clients, callers, and team members. Use of abusive language, misconduct, or harassment will lead to immediate termination. Always maintain a positive and professional image of the company.

7. Salary & Payment

Salary will be discussed during the hiring process and mentioned in your offer letter. Payment will be made monthly, subject to completion of assigned duties and proper attendance. Incentives may be offered based on team performance or successful campaign completions.

8. Termination Policy

Either party (you or the company) must give a **15-day written notice** before resignation/termination.

Immediate termination may occur in case of:

- Gross misconduct
- Breach of data/privacy
- Absence without notice for 3 consecutive days

9. Leave Policy

You are entitled to:

- 1 casual leave per month (carry forward not allowed)
- Prior approval is required for planned leaves

Emergency leave must be informed within 24 hours.

10. Amendments

The company holds the right to revise these terms based on business needs. You will be informed in writing about any major changes.

Declaration:

By accepting this role, you agree to follow all the terms and conditions mentioned above.

Terms and Conditions for Telecaller HR

1. Job Role & Responsibilities

Handle end-to-end tele calling recruitment for sales/calling agents. Screen candidates through phone calls and schedule interviews. Maintain proper records of candidate data and daily calls. Coordinate with team leaders for on boarding and reporting.

2. Work Timings

Working Days: Monday to Saturday Working Hours: 9:30 AM – 6:30 PM. Sunday will be a fixed weekly holiday.

3. Salary & Payment

Salary will be fixed or based on performance (to be discussed during joining). Payment will be made on a monthly basis, usually between the 1st to 5th of each month. Any delay in salary must be reported to management.

4. Performance & Targets

HR must meet monthly hiring targets as discussed with management. Non-performance may lead to verbal/written warnings or termination.

5. Code of Conduct

Maintain a polite and professional tone during all calls. Abusive, disrespectful, or misleading communication is strictly prohibited. Confidential data must not be shared outside the company.

6. Leave Policy

Prior approval is required for any planned leave. Emergency leave should be informed immediately via call or message. More than 2 unapproved leaves in a month may result in salary deductions.

7. Termination Policy

Either party can terminate employment with 7 days' notice or salary in lieu. Misconduct, fake reporting, data misuse, or consistent non-performance can lead to immediate termination without notice.

8. Confidentiality

All candidate data, company processes, and internal strategies must be kept confidential. Violation of this policy may lead to legal action.

9. Technology & Tools

The HR must use only company-approved tools, databases, and calling systems. Daily report submission is mandatory through the assigned format or software.

10. Amendments

The company reserves the right to change or update these terms based on business needs. Any such changes will be informed in writing or via email.

Acknowledgment:

I have read, understood, and agree to the above terms and conditions.

Terms and Conditions for Businessmen

1. Scope of Service

We provide tele calling and voice broadcast services for business promotion, lead generation, and awareness campaigns. Services are offered based on the plan



selected and approved by the client.

2. Client Responsibility

The client must provide clear objectives, campaign script (if applicable), and accurate contact database (if provided by client). The client confirms that any data shared with us is legally obtained and not violating any third-party rights.

3. Data Privacy & Compliance

We fully follow **TRAI guidelines** and **DPDP Act 2023**. We do **not** call numbers registered under DND (Do Not Disturb). All calls are recorded for quality and compliance purposes.

4. Payment Terms

Payment must be made **in advance** before the campaign begins. All prices are **exclusive of GST**, which will be added as per law. No refunds will be given after the campaign starts, unless agreed in writing.

5. Lead Qualification

A "lead" is defined as a potential customer who shows interest in the client's product/service. Lead quality depends on script, target audience, and market demand. We guarantee call delivery and campaign execution, not conversion.

6. Timelines

Campaign duration and delivery timelines will be shared in advance. Any delays due to reasons beyond our control (natural events, technical issues, government restrictions) will be communicated.

7. Limitations

We do not promote illegal, unethical, or misleading content. We reserve the right to reject campaigns that violate our company policies.

8. Confidentiality

All information shared by the client will be kept confidential. We will not share client data or campaign results with any third party without permission.

9. Dispute Resolution

In case of any dispute, both parties agree to try resolution through discussion. If not resolved, legal matters will be handled under the jurisdiction of **Rajkot, Gujarat**.

10. Agreement

By confirming the service, the client agrees to these terms and conditions. A signed copy or email confirmation shall be treated as acceptance.

Terms and Conditions Marketing Agency for business

These Terms and Conditions apply to all clients who use our marketing services, including tele calling, voice broadcasting, digital campaigns, or any other promotional service

1. Service Agreement

Services will be provided as per the scope agreed in writing (via email, contract, or proposal). Any additional work outside the agreed scope will be charged separately. We reserve the right to refuse or discontinue services if misuse or non-compliance is found.

2. Client Responsibilities

The client must provide accurate and legal data/content for the campaign. The client must ensure all materials are free from plagiarism, hate speech, or illegal messaging. Timely feedback, approvals, and required documents must be shared by the client.

3. Payments & Fees

All service charges (e.g., per call, per lead, per minute) will be clearly stated in the quotation. All payments must be made in advance or as per the agreed schedule. Government taxes like GST will be charged extra as applicable. Delayed payments may attract a late fee or pause in service delivery.

4. Data Privacy & Compliance

We strictly follow TRAI rules and DPDP Act 2023. We do not call DND (Do Not Disturb) numbers. All customer data is kept confidential and used only for agreed campaign purposes.

5. Leads & Results

We promise genuine effort and professional execution, but we do not guarantee sales or conversions. Leads provided are based on customer interest but final conversion depends on the client's sales process. No refund will be issued for poor response unless otherwise mentioned in the agreement.

6. Call Recording & Monitoring

All telecalling and voice campaigns are recorded for quality control. Clients may request a sample of recordings or lead reports during/after the campaign.

7. Cancellation & Refund Policy

Campaigns once started cannot be cancelled or refunded. Refunds may be issued only if services are not started and within a limited time after payment, based on company discretion.

8. Legal Terms

Any disputes will be handled under the jurisdiction of courts located in Rajkot, Gujarat. Both parties agree to try mediation before any legal action.

9. Communication

All official communication will be done through email or official WhatsApp/phone numbers shared by the company. Changes in scope, cost, or schedule must be confirmed in writing.

10. Acceptance

By using our services, you agree to the above terms and confirm that you understand your rights and responsibilities.

Terms and Conditions: Marketing Agency Business Manager

1. Scope of Work

The Business Manager will oversee operations related to lead generation, telecalling, voice broadcast campaigns, team supervision, client coordination, and performance tracking of marketing campaigns.

2. Confidentiality

All client data, internal strategies, contact lists, call scripts, recordings, and campaign reports are confidential. The manager must not share this information with any third party without written permission.

3. Compliance Responsibility

The manager must ensure all marketing activities follow government guidelines, including those issued by TRAI, the DPDP Act 2023, and any other local regulatory authorities.

4. Client Communication

Clear and professional communication must be maintained with clients. No commitment or assurance shall be given to clients beyond the scope of the approved campaign proposal.

5. Reporting & Documentation

The manager must maintain updated records of campaign performance, team reports, daily logs, and lead status. All reports must be submitted to the company on time.

6. Use of Company Resources



All systems, software, databases, and communication tools provided by the company must be used strictly for business purposes. Unauthorized use is prohibited.

7. **Lead & Data Ownership**

All leads, contacts, and databases generated during the tenure remain the sole property of the company. The manager is not allowed to copy, share, or use this data for personal or outside business.

8. **Performance Standards**

The manager is expected to meet the performance benchmarks as defined by the company. Regular evaluations will be conducted.

9. **Termination Clause**

If any misconduct, data leakage, fraud, or violation of company policy is found, the company reserves the right to terminate the services of the Business Manager without prior notice.

10. **Work Ethics & Conduct**

The Business Manager must maintain professionalism, discipline, and ethical behavior during all business dealings, both internal and external.

11. **Amendments**

The company may update these terms at any time. Continued involvement in company operations after changes implies agreement with the revised terms.

12. **Jurisdiction**

Any disputes arising will be subject to the jurisdiction of the company's registered location (e.g., Rajkot, Gujarat)

**Terms and Conditions for Company Field Marketing Employees**

1. **Work Timings & Attendance**

You must follow the official working hours as informed by your reporting manager. Daily attendance must be recorded via the assigned method (app, register, or digital check-in). Repeated late arrivals or absenteeism without notice may lead to disciplinary action.

2. **Dress Code & ID**

You must wear formal or company-approved dress during field visits. Your employee ID badge must be visibly worn at all times during working hours.

3. **Territory & Travel**

Your field location or territory will be assigned by the company. You must report any changes, delays, or issues faced during travel or field visits immediately. Travel expenses (if applicable) will be reimbursed as per company policy, with valid bills.

4. **Target & Performance**

You are expected to achieve the monthly targets set for lead generation, client meetings, or conversions. Regular performance reviews will be conducted. Failure to meet targets without valid reason may affect your role or incentive structure.

5. **Professional Conduct**

Always behave politely and professionally with clients and prospects. Misbehavior, use of foul language, or any form of harassment will lead to strict action or termination. All communication with clients must follow company-approved scripts and messaging.

6. **Confidentiality**

You must not share client data, company documents, or marketing strategies with any third party. All collected data is the property of the company and must be submitted as per protocol.

7. **Use of Company Property**

If you are given a company mobile, tab, SIM card, or any material, use it strictly for work purposes. Any loss or damage due to negligence will be your responsibility.

8. **Daily Reporting**

You must submit your field report daily, including leads met, client feedback, and other observations. Reports must be accurate and submitted before the end of the day.

9. **Leave Policy**

Inform your reporting manager at least one day in advance for any planned leave. Emergency leave must be reported as soon as possible. Excessive or unauthorized leave will lead to salary deductions.

10. **Incentives & Deductions**

Incentives are performance-based and will be disbursed monthly or quarterly as per company terms. Any penalties, damages, or deductions will be clearly communicated and reflected in the salary slip.

11. **Termination Clause**

The company reserves the right to terminate your employment with immediate effect in case of:

- Misconduct
- Breach of confidentiality
- Poor performance
- False reporting

Upon termination, all company materials must be returned immediately.

12. **Compliance with Company Rules**

You agree to follow all company policies, updates, and instructions given from time to time. Failure to comply with these terms may result in disciplinary action.

**Terms and Conditions for Field Marketing Managers**

1. **Employment Nature**

The role is full-time and field-based. You must follow company policies, procedures, and ethical standards at all times.

2. **Work Hours**

Standard working hours are 9:00 AM to 7:00 PM, Monday to Saturday. Additional hours may be required during campaigns or deadlines.

3. **Territory & Travel**

You will be assigned specific areas or zones. Travel is a part of the job. Travel allowances will be provided as per company policy.

4. **Lead Generation Targets**

You must meet monthly targets set by management. Failure to meet targets without valid reasons may lead to review or warning.

5. **Reporting**

Daily reporting is mandatory through the assigned app, email, or manager. Weekly performance summaries must be submitted.

6. **Client Interaction**

Always represent the company in a professional manner. Do not make false promises or mislead clients.

7. **Confidentiality**

Do not share company data, client details, call scripts, or pricing with outsiders. Breach of confidentiality will result in termination and legal action if needed.

8. **Use of Company Property**

Mobile phones, SIM cards, ID cards, or any other property given by the company must be used responsibly. Any damage or loss must be reported immediately.

9. **Code of Conduct**

Maintain a respectful attitude toward clients, teammates, and management. Misbehavior, dishonesty, or harassment will result in strict disciplinary action.

10. **Incentives and Penalties**

Performance-based incentives will be offered. Poor performance, absence without notice, or violation of rules may lead to salary deduction or termination.

**11. Resignation Policy**

A notice period of 15 days is required if you wish to resign. All dues, documents, and property must be cleared before the final settlement.

**12. Termination Clause**

The company holds the right to terminate employment without notice in case of misconduct, breach of trust, or non-performance.

**13. Amendments**

The company may update or change terms and conditions from time to time. Employees will be informed in writing or verbally before any changes are enforced.

**Terms and Conditions for Company Field Employees (Marketing) HR**

**1. Appointment & Role**

You are appointed as a Field Marketing Executive. Your main duties include visiting clients, promoting company services, generating leads, and maintaining customer relations.

**2. Work Timings**

Standard working hours are 9:30 AM to 6:30 PM, Monday to Saturday. Field visits may require flexibility depending on client availability and work locations.

**3. Reporting**

You must report daily activities to your assigned supervisor. A summary of visits, lead status, and client feedback must be submitted at the end of each day.

**4. Dress Code & Identity**

Formal or company-approved attire must be worn during working hours. Your employee ID card must be worn during client visits.

**5. Conduct & Behavior**

Polite, respectful, and professional behavior is expected at all times. Misconduct, misrepresentation, or use of abusive language may result in disciplinary action.

**6. Confidentiality**

You must keep all client and company data strictly confidential. Sharing of scripts, pricing, or internal material without permission is prohibited.

**7. Use of Company Property**

Company assets (ID cards, brochures, tablets, etc.) must be used responsibly. Any loss or damage due to negligence may be recovered from the employee.

**8. Performance Review**

Your performance will be reviewed regularly based on lead generation, conversion, punctuality, and professionalism. Repeated underperformance may lead to warnings or termination.

**9. Leave Policy**

Leaves must be applied in advance through the proper channel. Emergency leave must be informed at the earliest. Unauthorized absences may attract deductions.

**10. Probation & Termination**

Initial employment will be under a 3-month probation period. Either party can terminate employment during or after probation with a 7-day notice.

**11. Code of Ethics**

No employee shall take personal gifts, commissions, or bribes from clients or vendors. All work must reflect honesty, transparency, and company values.

**12. Safety & Travel**

Follow all safety measures while traveling for work. Use of helmets, seatbelts, and valid licenses is mandatory.

**13. Legal Compliance**

Employees must adhere to TRAI and DPDP Act 2023 regulations when handling client communication. Violation of data or telecom regulations will be treated as a serious offense.

**14. Amendments**

The company reserves the right to modify these terms and conditions at any time. Updated terms will be shared with all employees accordingly.

**15. Special Conduction**

**FIELD Employee & OFFICE CLERK**

I have read terms and conditions of company and I agree herewith. I am binded to obey instructions given from company management time to time. I will not mislead clients anyhow, if it happens I am responsible solely. I am joining this company with my consent, I don't have any kind of pressure from any person related to the company. I will not provide fake information of client data, if I do so company can take action against me. I will not do any illegal work during job, if I do so I will be responsible solely for any legal action, company will not be responsible. I declare without insanity that I have no mental problem till today and I am fit for this job. I will do my job without consuming any alcoholic item or drugs, if it happens company will not be responsible.

**TELE CALLER**

I have read terms and conditions of company of marketing and I agree herewith. I am joining this company with my consent, I don't have any kind of pressure from any person related to the company. I will strictly follow instructions given to me for tele marketing from company management time to time. I declare without insanity that I am mentally and physically fit for this job. I will not provide fake information of client data, if I do so company can take action against me. I will not mislead clients anyhow, if it happens I am responsible solely. I will promote products or services of members as per suggested banner. I will not harm company's reputation / image in public for personal interest, if it happens company can take legal action against me. I will not demotivate or make cross selling of products with any client. I will not use abusive words or coarse language during service. I will make sure that I do my job without any kind of personal interference for smooth marketing. I will not make unnecessary communication with clients on other topics other than marketing. company can impose fine on me for false reporting regarding lead generation i.e. converting unwilling client to successful lead and vice versa.

**MEMBER**

I/we have read terms and conditions of company of marketing and agree herewith. I/we confirm that my/our product/products or services is/are not banned by government of any state/country. I/we do not mislead clients by way of dummy marketing. I/we give complete authority to the company to make promotion of my/our product by selected channel of marketing. I/we admit that product information given by me/us is true and purpose is only to do marketing. if my/our company/partners challenges or takes any legal action against company, I/we admit that I/we will be only responsible for marketing of our product, I/we will not challenge company for this advertisement/marketing. Due to marketing of my/our products/services if any legal question arises to company by law, I/we admit that I/we will be only responsible.

**OUR WORKING POLICY**

we are marketing company we do only marketing, we do not commit for guaranteed sale or purchase of products/services. we do not promote any products or services which is banned by government of any state or country. we do not encourage any illegal/unlawful activities. we work with harmony and do not support casteism, anti-religious, anti-organization, money laundering activities. we share contact details of clients to our members only when successful lead generates. company don't receive commission from clients of members for their deals. we communicate with only registered mobile number of clients and members, we do not interact with alternative mobile numbers. company does not make call from other countrie's mobile number, company uses mobile number with prefix +91 only. we provide genuine lead in other words a person willing to deal with you for the products/services requested by member. company can apply specific charges i.e. registration charges, successful lead charges etc without permission from members, company will inform the same before implementation. company can increase or decrease charges for marketing any time, company will provide notification for that before implementation. company will use fund of members to call only categories selected by members.

**OUR WORKING CONDITIONS**

working hours of company is 7:00 am to 7:00 pm IST. company will stop work in case of any kind of technical failure. members will have to get back up audio recording available on website of their marketing within 30 days. members will have to create their own audio clips for voice telecast. Company will make extra charges for creation of voice telecast. members will have to change language for marketing in case selected language tele caller is not active. company collect charges per minute. i.e If call ends in 61 seconds company will deduct charges for two minutes. company provide bill including GST in PDF format only, we do not provide hard copy for the same. members will have to provide date, amount, UTR number for RTGS/NEFT or transaction ID for UPI transaction/IMPS compulsory. members will have to wait for around two hours after successful fund transfer. transaction will be successful only if provided account information is correct, otherwise members will have to make new transaction. members can stop and restart campaign any time. members can edit their campaign any time. company will not allow members to add another product/service in existing campaign. company will take 2 working days for verification of campaign after submission. members will have to resubmit campaign within 2 working days after rejection. company will start marketing within 5 working days after submission of campaign considering successful verification period of 2 working days. members will have to pay registration fee Rs 118 . Account will be suspended after one year of inactive , in such case member will have to pay rs 118 to reactivate account. company can increase or decrease referal commission any time. code will be deactivated if tele caller does not login for 30 days.

we do not share data of our clients and staff to anyone. we do interfere people who have activated do not disturb policy in their number we generate bills including GST only. company can share necessary data to payment gateway company, income tax and other leagal entities when needed. we keep latest and accurate data of clients on monthly basis, we update the same on rgeular basis. we do not store or contact fake/dummy clients. we do not cheat our members by fake calling. we strictly follow rules and regulations of TRAI. we keep officially valid documents i.e Aadhar card, PAN card, Voter ID card, Driving license, Passport of our staff members on records. we also keep Business proof of our members on records.

Part - A

1) Tele caller

1.1 How to Work?

Tele callers will have to work from home.

1.2 Benefits.

1. 100% Legal Work from Home Jobs

2. No traveling or any additional costs

3. Time saving

4. You can work on your own time.

5. Salary or commission is paid after deducting 100% TDS.

6. Fixed payment on the 5th of every month

7. There is no work pressure of any kind.

8. No one sees your name or number.

9. You have to decide on camping and talk on the phone.

10. The details shown in the camping should be kept as short as possible.

11. You will be given an extra bonus for every customer you refer.

1.3 Salary & Commission

As Per Slab Point 1.4

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm The price per minute will be calculated from the moment the system connects you and the customer.

1. Daily 2 Hours work Rs. 1.00 P/m

Monthly income 26 Days APR Rs.3,000 /-

2. Daily 5 Hours work Rs. 1.25 P/m

Monthly income 26 Days APR Rs.8,775 /-

3. Daily 10 Hours work Rs. 1.50 P/m

Monthly income 26 Days APR Rs.21060 /-

4. Success Lead Bonus Rs.15 Extra

1.5 Account Deactivate Register Fees or Penalty

- 1 Joining Fees Rs.0.00/-

2 Deactivate Account Activation Chargers 1300+GST

3 If Any Wrong Information or Wrong Work Fine Rs.500+GST

4 If a customer's status is updated incorrectly, then a fine of Rs.500/- will be imposed and if such a mistake is made 5 times, then your account will be closed.

1.6 Skill and qualification

1. Good Language

2. Hindi, Gujarati any Two Language Knowledge

3. 10 th Above Qualification

4. No Experience Need

1.7 Need Device

- 7.1.Computer/Laptop

7.2. Mobile / Smartphone

7.3. Internet

2) Camping Review

1.1 How to Work?

Camping will have to work from home or office.

1.2 Benefits

1. 100% Legal Work from Home or office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. No one sees your name or number.

1.3 Salary & Commission

Fix Salary 12000/- P/m

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

1. Daily 100 Camping Review

2. Daily 100 Call attend In Helpline

1.5 Account Deactivate Register Fees or Penalty

- 1 Joining Fees Rs.0.00/-

2 Deactivate Account Activation Chargers 1300+GST

3 If Any Wrong Information or Wrong Work Fine Rs.500+GST

4 If a customer's status is updated incorrectly, then a fine of Rs.500/- will be imposed and if such a mistake is made 5 times, then your account will be closed.

1.6 Skill and qualification

1. Good Language

2. Hindi, Gujarati any Two Language Knowledge

3. 12 th Above Qualification

4. No Experience Need

1.7 Need Device

- 7.1.Computer/Laptop

7.2. Mobile / Smartphone

7.3. Internet

3) Helpline

1.1 How to Work?

Helpline will have to work from home or office.

1.2 Benefits

1. 100% Legal Work from Home or office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. No one sees your name or number.

1.3 Salary & Commission

Fix Salary 12000/- P/m

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

3. Daily 100 Camping Review

4. Daily 100 Call attend In Helpline

1.5 Account Deactivate Register Fees or Penalty

- 1 Joining Fees Rs.0.00/-

2 Deactivate Account Activation Chargers 1300+GST

3 If Any Wrong Information or Wrong Work Fine Rs.500+GST

4 If a customer's status is updated incorrectly, then a fine of Rs.500/- will be imposed and if such a mistake is made 5 times, then your account will be closed.

1.6 Skill and qualification

1. Good Language

2. Hindi, Gujarati any Two Language Knowledge

3. 12<sup>th</sup> Above Qualification

4. No Experience Need

1.7 Need Device

7.1.Computer/Laptop

7.2. Mobile / Smartphone

7.3. Internet

4) Security

1.1 How to Work?

Security will have to work from office.

1.2 Benefits

1. 100% Legal Work from office Jobs
2. Salary or commission is paid after deducting 100% TDS.
3. Fixed payment on the 5th of every month

1.3 Salary & Commission

Fix Salary 8000/- P/m

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm or 7:00Pm to 7:00am

30 Days Your Sift Depended work

1.5 Account Deactivate Register Fees or Penalty

1 Joining Fees Rs.0.00/-

1.6 Skill and Qulitificetion

1. Good Language
2. Prafosnal men
3. 12<sup>th</sup> Above Qualification
4. 1 year Experience Need

1.7 Need Device

No

5) CEO

1.1 How to Work?

CEO will have to work from office. It will be your responsibility to complete the assignment given by the company. If the target is not met, no salary or expenses will be paid, only the incentives determined by the company will be provided.

1.2 Benefits

1. 100% Legal Work from office Jobs
2. Salary or commission is paid after deducting 100% TDS.
3. Fixed payment on the 5th of every month
4. Promotions every 6 months

1.3 Salary & Commission

Salary 50,000/- P/m

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

State Level , You will be responsible for meeting all employee targets listed below.

Office Manger - 1

Office Camping Review – 10 (required)

Office Helpline – 10 (required)

Office Security – 1 (required) (24x7)

Tele Caller HR – 1 (State Level)

Tele Caller Manager – 1 (State Level)

Tele Caller Employee – 100 every City (Required Tgt Base)

Marketing HR -1

Marketing Manger – 1

Marketing Employee (Field Work) – 50 ( Every City) & every Employee Collection 300000 Lakh P/m

Agency Manger – 1 (State Level)

Agency Team Member -5 (State Level)

1.5 Account Deactivate Register Fees or Penalty

1. Joining Fees Rs.0.00/-
2. If the target is not met for 3 consecutive months, the account will be closed and you will be released.

1.6 Skill and qualification

1. Good Language
2. Prafosnal men
3. MBA Above Qualification
4. 3 year Experience Need

1.7 Need Device

1. Computer / Laptop
2. Mobile / Smartphone
3. Internet

6) Tele caller HR Or HR Requite

1.1 How to Work?

Tele Caller Hr Or Requite Hr will have to work from home or office. If the target is not met, no salary or expenses will be paid, only the incentives determined by the company will be provided.

1.2 Benefits

1. 100% Legal Work from office Jobs
2. Salary or commission is paid after deducting 100% TDS.
3. Fixed payment on the 5th of every month
4. Promotions every 12 months

1.3 Salary & Commission

Salary 20,000/- P/m 10% (New Employee Salary)

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

State Level , You will be responsible for meeting all employee targets listed below.

Tele Caller Manager – 1 (State Level)

Tele Caller Employee – 200 every city(Required Tgt Base)

- 1.5 Account Deactivate Register Fees or Penalty
1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be released.
- 1.6 Skill and qualification
1. Good Language

2. Profosnal men

3. 12<sup>th</sup> Above Qualification

4. 0 year Experience Need
- 1.7 Need Device
1. Computer / Laptop

2. Mobile / Smartphone

3. Internet

7) Tele caller Manger

- 1.1 How to Work?
- Tele Caller manger will have to work from home or office. If the target is not met, no salary or expenses will be paid, only the incentives determined by the company will be provided.
- 1.2 Benefits
1. 100% Legal Work from office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. Promotions every 12 months

- 1.3 Salary & Commission
- Salary 30,000/- P/m

- 1.4 Target or Working Time
- Daily working Hours 7:00 Am To 7:00Pm
- State Level , You will be responsible for meeting all employee targets listed below.
1. Daily 2 Hours work Rs. 1.00 P/m

2. Daily 5 Hours work Rs. 1.25 P/m

3. Daily 10 Hours work Rs. 1.50 P/m
- Total Hours - 18200 (Minute = 1092000)

Total every city in Tele Caller-- 100 (Required Tgt Base every city)

- 1.5 Account Deactivate Register Fees or Penalty
1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be released.
- 1.6 Skill and qualification
1. Good Language

2. Profosnal men

3. 12<sup>th</sup> Above Qualification

4. 0 year Experience Need
- 1.7 Need Device
1. Computer / Laptop

2. Mobile / Smartphone

3. Internet

8) Marketing HR

- 1.1 How to Work?
- Marketing Hr Or will have to work from home or office. . If the target is not met, no salary or expenses will be paid, only the incentives determined by the company will be provided.
- 1.2 Benefits
1. 100% Legal Work from office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. Promotions every 12 months

- 1.3 Salary & Commission
- Salary 15,000/- P/m + Incentive 10% (New Employee Salary)

Note :- Every employee who works for 1 month will be counted towards the target.

- 1.4 Target or Working Time
- Daily working Hours 7:00 Am To 7:00Pm
- State Level , You will be responsible for meeting all employee targets listed below.
- Marketing Manager – 1 ( Mandatory Work 1 month)
- Marketing Employee – 150 every city (Required Tgt Base)( Mandatory Work 1 month)

- 1.5 Account Deactivate Register Fees or Penalty
1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be released.
- 1.6 Skill and qualification
1. Good Language

2. Profosnal men

3. 12<sup>th</sup> Above Qualification

4. 1 year Experience Need
- 1.7 Need Device
1. Computer / Laptop

2. Mobile / Smartphone

3. Internet

9) Marketing Manger

- 1.1 How to Work?
- Marketing manger will have to work from home or office.
- 1.2 Benefits
1. 100% Legal Work from office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. Promotions every 3 months (target + Salary)

- 1.3 Salary & Commission
- Salary 40,000/- P/m + Incentive 1% (Revenue)

- 1.4 Target or Working Time
- Daily working Hours 7:00 Am To 7:00Pm
- State Level , You will be responsible for meeting all employee targets listed below.
1. It is mandatory for every marketing employee to register for 5 Businessman every month.

2. It is mandatory for every marketing employee to bring camping expenses worth Rs. 40000000 every month.

3. You will have to generate revenue from 50 employees.

4. You can deactivate an employee who is not working and in return, a new employee will be provided to you by the company.

- 1.5 Account Deactivate Register Fees or Penalty
1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be released.



- 1.6 Skill and qualification

1. Good Language

2. Prafosnal men

3. 12<sup>th</sup> Above Qualification

4. 0 year Experience Need

5. It is necessary to have good marketing strategies.
- 1.7 Need Device

1. Computer / Laptop

2. Mobile / Smartphone

3. Internet

10) Marketing Field Employee

- 1.1 How to Work?

1) Salary Base

2) Commission Base

Marketing manger will have to work from home or office and field work. You should report all issues to your manager. If you notice any problems, you should inform your manager.
- 1.2 Benefits

1. 100% Legal Work from office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. Promotions every 12 months
- 1.3 Salary & Commission

Commission 1 P/min only No extra Cost Or If Fix Salary 20,000 + 4% inceptive+ 100P/Day allowance
- 1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

State Level , You will be responsible for meeting all employee targets listed below.

1. It is mandatory for every marketing employee to register for 5 Businessmen every month.

2. It is mandatory for every marketing employee to bring camping expenses worth Rs. 500000 every month.

3. You will get a salary only if the target is met, otherwise you will get incentives.

- 1.5 Account Deactivate Register Fees or Penalty

1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be released. only Salaried
- 1.6 Skill and qualification

1. Good Language

2. Prafosnal men

3. 10<sup>th</sup> Above Qualification

4. 0 year Experience Need
- 1.7 Need Device

1. Computer / Laptop

2. Mobile / Smartphone

3. Internet

11) Agency Manger

- 1.1 How to Work?

Marketing Agency manger will have to work from home or office work.
- 1.2 Benefits

1. 100% Legal Work from office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month

4. Promotions every 12 months
- 1.3 Salary & Commission

Commission 1 P/min Or If Fix Salary 20,000+ Incentive 5% (Revenue) + 100P/Day allowance
- 1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

State Level , You will be responsible for meeting all employee targets listed below.

1. It is mandatory for every marketing employee to bring camping expenses worth Rs. 300,000 lakh every month.

2. You will get a salary only if the target is met, otherwise you will get incentives.
- 1.5 Account Deactivate Register Fees or Penalty

1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be
- 1.6 Skill and qualification

1. Good Language

2. Prafosnal men

3. 12<sup>th</sup> Above Qualification

4. 0 year Experience Need
- 1.7 Need Device

1. Computer / Laptop

2. Mobile / Smartphone

3. Internet

12) Agency Team

- 1.1 How to Work?

Marketing Agency Team will have to work from home or office work.
- 1.2 Benefits

1. 100% Legal Work from office Jobs

2. Salary or commission is paid after deducting 100% TDS.

3. Fixed payment on the 5th of every month
- 1.3 Salary & Commission

Commission 1 P/min Or If Fix Salary 20,000+ Incentive 5% (Revenue)+ 100P/Day allowance
- 1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

State Level , You will be responsible for meeting all employee targets listed below.

1. It is mandatory for every marketing employee to bring camping expenses worth Rs. 300,000 lakh every month.

2. You will get a salary only if the target is met, otherwise you will get incentives.
- 1.5 Account Deactivate Register Fees or Penalty

1. Joining Fees Rs.0.00/-

2. If the target is not met for 3 consecutive months, the account will be closed and you will be
- 1.6 Skill and qualification

1. Good Language

2. Prafosnal men

3. 12<sup>th</sup> Above Qualification

4. 0 year Experience Need
- 1.7 Need Device

1. Computer / Laptop

2. Mobile / Smartphone

3. Internet



13) Agency

1.1 How to Work?

Marketing Agency will have to work from home or office work.

1.2 Benefits

1. 100% Legal Work from office Jobs
2. commission is paid after deducting 100% TDS.
3. Fixed payment on the 5th of every month

1.3 Salary & Commission

Commission 1 P/min

1.4 Target or Working Time

Daily working Hours 7:00 Am To 7:00Pm

State Level , You will be responsible for meeting all employee targets listed below.

1. It is mandatory for every marketing employee to bring camping expenses worth Rs. 300000 every month.
2. you will get incentives base income only.
3. Every month joint 5 Businessman mandatory

1.5 Account Deactivate Register Fees or Penalty

1. Joining Fees Rs.0.00/-
2. If the target is not met for 3 consecutive months, the account will be closed and you will be

1.6 Skill and qualification

1. Good Language
2. Profosnal men
3. 10<sup>th</sup> Above Qualification
4. 0 year Experience Need

1.7 Need Device

1. Computer / Laptop
2. Mobile / Smartphone
3. Internet

Declaration by Applicant

I confirm that the details provided above are true and correct to the best of my knowledge. I have read and understood the terms of the agreement and agree to abide by them.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Applicant

For Office Use Only

6. Salary & Commission \_\_\_\_\_ Form No \_\_\_\_\_ ID No \_\_\_\_\_

7.1 Monthly Salary or Commission

RS. \_\_\_\_\_ Date \_\_\_\_\_ Incentive \_\_\_\_\_

Target Type \_\_\_\_\_ Target \_\_\_\_\_ Allounce \_\_\_\_\_

Commission Type \_\_\_\_\_ Commission \_\_\_\_\_

7.2 Yearly Salary or Commission

RS. \_\_\_\_\_ Date \_\_\_\_\_ Incentive \_\_\_\_\_

Target Type \_\_\_\_\_ Target \_\_\_\_\_ Allounce \_\_\_\_\_

Commission Type \_\_\_\_\_ Commission \_\_\_\_\_

Date \_\_\_\_\_

Assigned By: \_\_\_\_\_

Verified By: \_\_\_\_\_

ID No : \_\_\_\_\_

Name: \_\_\_\_\_

Note : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Verified