



Sohail Mirza <sohailabbas1000@gmail.com>

Internship Offer from OpenText India – Mirza Sohail Abbas, Hyderabad

HR Shared Services <hr@opentext.com>

Mon, Aug 26, 2019 at 7:19 PM

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Congratulations Sohail,

We are pleased to present you with the Internship opportunity with OpenText! We are very excited to have you joining our global team soon.

OpenText has a high-performance, customer-oriented culture. We place a strong emphasis on our own personal performance excellence, professional fulfillment, and work-life balance. We are the leader in the enterprise information management and we enable our customers to be an Intelligent and Connected Enterprise while inspiring a new way to work.

Follow us on [LinkedIn](#) and subscribe to our [YouTube](#) channel to learn more about our culture and employee experience.

What's next?

- You will receive a notification from [OpenText Core](#), our own cloud-based collaboration and file sharing platform available only on desktop and laptop (not on mobile).
- You need to register on OpenText Core with your personal email id to download the Agreement for the Provision of Services. [Watch out for the notification from notification@core.opentext.com in your personal email (Inbox or Spam/Junk folder). You can also register on [OpenText Core](#) without any invitation/notification.]
 - a. Internship Agreement
 - b. Non-Solicitation Agreement
 - c. Proprietary Information and Inventions Agreement
 - d. Security Procedures
 - e. Internship Information Form (includes Transport Request and SEZ Forms)
 - f. Provident Fund Form 2 & 11 with instructions
 - g. ESIC Declaration Form

- In our endeavor to make your onboarding best in class, we would request you to fill in the information as per the guidelines mentioned in Intern Onboarding Checklist and upload the signed documents on OpenText Core folder assigned to you.
- You may notify hr@opentext.com once the documents are uploaded.

Office Location

On your first day please report to Open Text Technologies India Pvt. Ltd., Unit No. 301, 3rd Floor, Building No. 14, Mindspace IT Park, Hi-Tech City, Madhapur, Hyderabad by 9.00 AM.

Employee Privacy Notice

Please read the [OpenText Privacy Notice](#) carefully as it contains important information about:

- the personal information we collect about you
- what we do with your information
- who your information might be shared with
- how we protect your information
- the rights afforded to EU employees under GDPR

Open Text takes the privacy of your personal information seriously. This communication and the Privacy Notice is available in 14 languages [here](#).

For further queries write to us at hr@opentext.com.

Regards,

HR Team

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Values – Customer, Trust, Excellence, Innovation, and Best Places to Work - [OpenText Careers](#)

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 **Intern Document Checklist & FAQ.pdf**
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