

23<sup>rd</sup> October 2017

Dear Ayokunle Odusan

**Offer of Employment**

We are pleased to offer you the position of **Software Engineer** in One Finance Limited. This offer attracts a gross compensation of **N4,200,000:00 (Four Million Two Hundred Thousand Naira only)** per annum which will be paid monthly net of taxes and other deductions. Full terms and conditions of the offer are detailed in the enclosed Contract of Employment.

Your duties will be documented in a detailed job description, which will be presented to you by your supervisor within the next few weeks. However, we expect you will have a broad range of responsibilities including:

- Design, implement and support our platform to help the company drive its goals. Design, develop and improve our Android applications across all popular devices.
- Actively work on creating a learning organisation through agile documentation, operational run-books & guides.
- Debugging and Improvement of existing systems.
- Improving the quality of our unit, integration and acceptance tests. Interact with product owners, partners and business stakeholders to understand and develop requirements

You will be employed on a probationary basis of six month, during which notice of termination by either party will be two weeks' notice or cash in lieu. If at the end of your probation, your performance is considered satisfactory, your appointment will be confirmed in writing, after which, notice of termination by either party becomes a one month notice or salary in lieu; or as may be subsequently prescribed in the personnel policies manual.

To confirm your acceptance of this offer, please sign the contract and return **within eight hours (8) window**. The terms of this contract go into effect on the **01<sup>st</sup> of November 2017**.

At One Finance, we protect the integrity of our brand meticulously, and adhere to international best practices in all our operations. We aim to build a team that is passionate, resourceful, collaborative, and results oriented. We seek individuals who have the desire and drive to succeed. We believe we have found this in you.

One Finance has an exciting future ahead. We look forward to you joining us and anticipate you will have a prosperous and rewarding career within the company.

Yours sincerely,

**One Finance HR**

**ACCEPTANCE**

Name: .....

Signature: .....

Date: .....

**EMPLOYMENT CONTRACT DETAILS**

<b>Employer</b>	One Finance Limited (“the Company”)
<b>Employee</b>	Ayokunle Odusan
<b>Job Title</b>	Software Engineer
<b>Organizational Level</b>	
<b>Start Date</b>	01 <sup>st</sup> November 2017
<b>Remuneration</b>	<b>N4,200,000:00</b> only per annum on commencement, including all allowances and other benefits in kind. This will be paid (net of tax and other deductions) monthly on or before the last day of each calendar month. (See Appendix 1 for a breakdown).
<b>Official Business Hours</b>	Your normal working hours will be 8.00am – 5.00pm Weekdays. The Company may require you to vary the pattern of your working hours if required on a temporary or permanent basis should the need arise.
<b>Bonus Scheme</b>	<p>The Company will operate a point based bonus scheme which may entitle you to a pro-rated share of the company-wide declared bonus for a particular year. The details of the system shall be communicated to you upon resumption. The bonus scheme is subject to change based on the company’s performance and at the discretion of the Management.</p> <p>To be eligible for the scheme, individuals must be in the Company’s employment on the distribution date and not be in notice period, either given or received at the time.</p>
<b>Medical Insurance</b>	You will be registered on a Health Maintenance Organization plan by the company after confirmation.
<b>Work tools</b>	Provision of a Laptop.
<b>Holiday Allowance</b>	You are entitled to <b>17</b> working days per annum after confirmation which can be used for vacation, personal errands, sick days or anything else. Personal days cannot be carried from one year to the other. Employees are entitled to take their annual leave after 6 calendar months of employment.
<b>Period of Notice</b>	Either party will be required to give a 1 month written notice of intention to terminate the employment contract after confirmation, unless mutually agreed to the contrary. <b>Please note however, that gross misconduct, incompetency and, mediocrity are grounds for immediate dismissal.</b>
<b>Code of Conduct/Ethical Standard</b>	You are expected to observe and comply with the Firm’s code of conduct, rules and regulations and ethical standards as defined in the company’s policies which may be amended from time to time.

## APPENDIX I: Breakdown of Salary Payment

Grade	₦
Monthly (Gross)	350,000:00
Monthly (Net)	281,913.33
Total Annual Deductions (Tax & Pension) – Gross	817,040:00
Annual (Gross)	4,200,000:00
Annual (Net)	3,382,960:00
Healthcare	Yes
Pension	Yes
Bonus	Performance Based

\*Subject to the rules of tax and other regulatory authorities. Statutory deductions might change based on new regulations.