

OFFER LETTER

Dear Mr. Mohammed Qutubuddin,

We are pleased to Inform you that you have been promoted for the post of **SENIOR CHEF DE PARTIE** with affect from 22nd March 2019. Your major job responsibilities have been discussed below which are as follows:

Job responsibilities as **SENIOR CHEF DE PARTIE**:

- Develop standard recipes and techniques for food preparation and presentation which help to assure consistently high quality and minimize food costs to the overseas business clients.
- Develop new policies and procedures to enhance the quality; continuously update written policies and procedures to reflect state-of-art techniques, equipment and terminology.
- Provide training and professional development opportunities for all production staff.

Remuneration and Benefits:

- Your basic pay has been fixed at Rs.30,000/- (Rupees Thirty Thousand Only) per month.
- Your Outstation Travelling and Accommodation will be paid extra and on actual basis.
- You will be on probation initially for a period 3 months which may be extended for further for a period of 2 Years depending upon your performance. During the period of probation if you are not confirmed in writing, your employment on probation shall stand automatically terminated. If your performance during the period of probation is found to be unsatisfactory and not up to the mark, it shall be open to the management not confirm you. During the period of probation, your services can be terminated or may leave the services of the company at any time without notice and without assigning any reason whatsoever. You shall return to the company all its properties including correspondence in your possession.

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