AppointmentLetter

# Mr.ShamasUrRehman Date:O5March 2024

**CNIC:14101-5923953-3**

Congratulationsonbecomingpartofthe **Business&OfficeTechnologySolutions Company.**Weare pleased to appoint you to a position of **“Full Stack Developer”** for our company.

Thetermsandconditionsofyourassignedpositionareasfollows:

# Salary:

Youwillreceiveaconsolidatedamountof**Rs.50000**(RupeesThirtyfivethousand)permonth.

# Durationof Appointment:

This appointment is for a period of one year effective date of your joining and may be renewed on a mutualbasis.Thisarrangementiswitheffectfrom **14-March-2024**andwillbevalidforaperiodofone year.

# ProbationPeriod:

Thefirstthreemonthswillserveasaprobationperiodduringwhichyouwillbeatemporaryemployee.

# ReportingStructureandDepartmentalChanges:

You will work at the BOT Solutions Pakistan office, reporting to the operational manager or a designatedrepresentative.Yourrolemayextendtootherdepartments/divisionswithinthecompany or other entities in the BOT Solutions Group.

# LeavePolicy:

Youareentitledto1dayofpaidleavepercalendarmonth,excludingSundays.Leaveissubjecttowork demands.

# EndofServiceSecurity:

Inanefforttoprioritize your financialwell-being,the company willdeduct15%of your monthly salary asasafetynetuntilthedeductedamountequalsyourmonthlysalary.Thinkofitasapersonalsavings plan.To receive the deducted amount, it is necessary to resign one month in advance, with approval from the company, and hand over all relevant data to ensure a smooth transition. Upon proper resigning, the employee will not only receive the entire saved amount, but we will also add an extra 15% as a token of appreciation for your commitment.

# Additional Benefits:

Noadditionalbenefitsareprovidedbeyondthementionedterms

# TerminationClause:

Eitherpartycanterminatethecontractwithonemonth'snoticeorpaymentinlieu.However,during the probation period, the company can terminate without notice.

# AdherencetoCompanyRules:

Youareexpectedtocomplywithallcompanyrulesandregulations(CheckcompanyrulesPDF)

# Exclusivity:

Whileemployed,youcannotundertakeotherassignmentsorgainfulemploymentwithoutprior consent from the management.

# Confidentiality:

Maintainstrictconfidentialityregardingthecompany'sworkoranyconfidentialinformation.Breachof trust may result in immediate termination and a fine equivalent to the damage caused.

Kindlysignacopyofthislettertoacknowledgeyouracceptanceoftheaforementionedtermsand conditions and return it for our records.

BestRegards

Manager Employee