



25b Bisola Durosinmi Etti Drive
Off Admiralty Way, Lekki Phase 1, Lagos
www.maxdrive.ai | info@maxdrive.ai
Tel: 0700MAXDOTNG | 01-2296293
RC: 1259782

1st November, 2023

Abimbola Adeyemi
6 Taiwo Osho Street Nepa
Eyita Ojokoro
Ikorodu
Lagos State.

Dear Abimbola,

OFFER OF EMPLOYMENT: JUNIOR FRONTEND DEVELOPER

On behalf of MAX Last-Mile Delivery Service Limited, the Company's Board of Directors, and Executive Management, we are pleased to offer you the following terms of employment effective **Wednesday 1st November 2023**. The initial terms of your new position with the Company are as set forth below.

GENERAL EMPLOYMENT TERMS

Role

In your role as a **Junior Frontend Developer**, your place of employment will be at **(25B Bisola Durosinmi Etti Drive, Lekki Phase One)**, and any other location as deemed necessary by the Company. You will be prepared to serve the Company anywhere within and outside your home base and in whatever capacity the Directors and your Supervisor deem appropriate from time to time.

You agree that you will always to the best of your ability and loyalty and conscientiously, perform all the duties and obligations required of and from the Company. During the term of your employment, you further agree that you will devote all of your business time and attention to the business of the Company and that you will not, directly or indirectly, engage or participate in any personal, business, charitable or other enterprises that are competitive in any manner with the business of the Company, whether or not such activity is for compensation.

You will perform your duties in this role to support all services of the company. Further details of the responsibilities of this role, performance targets and other terms of employment as captured in our HR Policy will be made available to you during your employment with the Organization.

Working Hours

Your normal working hours shall be **8 am to 5 pm daily (Monday to Friday)**. Please note that business exigencies may require you to work extra hours on weekdays/weekends and at locations outside the head office.

Probation and Confirmation

The first 90 working days of your employment with us will be a particularly important period for you to understand the expectations and requirements of this position, as well as your ability to meet them. During this time, we will provide regular feedback to assist both you and the company in evaluating your performance. We will also conclude this period with a clear and comprehensive performance review.

AS SEEN ON





25b Bisola Durosinmi Etti Drive
Off Admiralty Way, Lekki Phase 1, Lagos
www.maxdrive.ai | info@maxdrive.ai
Tel: 0700MAXDOTNG | 01-2296293
RC: 1259782

Kindly note the Confirmation of employment will be made after the first three (3) months following your resumption of duty; this is contingent on a satisfactory evaluation of performance.

Leave Days

You shall be entitled to 15 working days as your Annual Leave, 5 working days as your Exam Leave, and 5 working days as your Sick and Casual Leave. Any additional days off will be taken from your official leave days or deducted from your salary if you have exhausted your leave days. This is except for instances of proven severe, prolonged illness.

Compensation.

Salary: Your annual gross will be at the rate of ₦3,038,194.43 (Three Million and Thirty-Eight Thousand One Hundred And Ninety-Four Naira Forty-Three Kobo only). You would be paid monthly on the Company's regularly scheduled pay dates.

Health Benefits

You will be eligible for Comprehensive Health Insurance. This benefit covers you, a spouse and 2 dependants. Details would be provided by the People Operations Department.

Performance Management & Appraisal:

You will be provided with your Job description and Key Performance Indicators (KPIs). We will run a strict performance appraisal system and use the outcome to determine the career progression of our employees. Appraisal of staff performance is an ongoing process. Reviews on work performance will occur periodically during continuous employment with the company. It is imperative that you are aware that salary increases or any other form of career progression are based on performance.

Resignation/Termination:

This employment may be terminated by you through submitting a 1-month notice in writing after confirmation and two weeks' notice before confirmation or salary in lieu of notice shall be accepted. Your employment may be terminated by the company by issuing two weeks' notice before confirmation, and a month's notice post confirmation or salary in lieu shall be made.

However, we shall have the right to terminate this Contract by dismissing you without prior notice, without payment in lieu of notice, and without any liability for compensation or damages on the occurrence of any material breach of contract, gross misconduct, fraud, bankruptcy, or disability that makes it impossible for you to discharge your duties.

Confidential Information and Non-Solicitation Agreement.

Like all Company employees, you will continue to be required, as a condition of your employment, to abide by Company rules and policies. You are required to sign the Company's Employee Confidential Information and Non-Solicitation Agreement, which, among other things, prohibits the unauthorized use or disclosure of the Company's proprietary and confidential information and the unauthorized disclosure or use of any third-party proprietary and confidential information.

That agreement shall continue in full force and effect. You further agree that you will not bring onto Company premises any unpublished documents or property

AS SEEN ON





25b Bisola Durosini Etti Drive
Off Admiralty Way, Lekki Phase 1, Lagos
www.maxdrive.ai | info@maxdrive.ai
Tel: 0700MAXDOTNG | 01-2296293
RC: 1259782

belonging to any former employer or other people to whom you have an obligation of confidentiality. In addition, as a condition of employment, you agree that you will not assist any person or organization in competing with the Company, in preparing to compete with the Company or in hiring any employees of the Company.

Additional Information.

This letter, the Employee Confidential Information, and the Non-Solicitation Agreement contain all of the terms of your employment with the Company and supersedes any prior understandings or agreements, whether oral or written, between you and the Company. This letter may not be amended or modified except by an express written agreement signed by you and the Chairman of the Board.

We hope you will enjoy your time here at MAX and take ownership of our mission. If these terms are acceptable to you, please sign and return a copy of this offer letter within 48 hours of receipt.

Congratulations!

FOR MAX MANAGEMENT AND HR

ABIMBOLA ADEYEMI

AS SEEN ON

