Private & Confidential   
 30 April 2021

Mazedur Rahman Pranto

Road No# 01, Kollyanpur, Mirpur-1, Dhaka

Email: prantoabir1@gmail.com

Mobile: 01710750665

**Subject: Job offer for the position of “Developer”**

Dear Mazedur Rahman Pranto

With reference to your application and further discussion with us, ZOOM IT is pleased to offer you a job for the position of ’ Developer’. This offer letter sets out the main terms & conditions of your appointment as following:

1. The total gross salary for this position is Tk. 20,000.00 (Twenty Thousand only) per month with fringe benefits. The payment is payable monthly in arrears by Bank Account.
2. Other benefits: two festival bonus of basic salary will be paid on two major religious festival after confirmation of employment.
3. Your normal place of work will be at Dhaka, Remote: WFH with your own equipment.
4. You will be working fulltime (6 days) in a week.
5. Your service will run under probationary period for the first 6 months. After 6 months from the date of your join- ing the service can be extended/confirmed on satisfactory completion of the probationary period.
6. You will be entitled to 28 days yearly paid holiday (including public holiday) and a yearly holiday tour as per company rules.
7. Your job role and objectives has been primarily set out while discussed with you and can be found in the job description proforma. You may require carrying out any other duties as required upon discussion.
8. Attach your Docoment.
9. By accepting this offer letter you agree that a notice period of 5 days will be required by either party for termination of this employment.

Please note that this offer is valid, if you join us on 5 May 2021. If you fail to do so this offer will stand auto- matically withdrawn.

Should you agree with the above terms and conditions set herein, please sign and return to us the copy of this offer letter as an expression of your acceptance of the offer by 1 may 2021.

We welcome you to ZOOM IT look forward to a long association with us. Yours Sincerely,

MD Shiblee Mozumder

CEO

Acceptance of Job Offer

I have read and understood this offer letter and I am willing agreed to accept the terms and conditions as offered and I con- firm my joining on 5 may 2021.

