



5 December 2023

Ms. Sanjita Lamsal  
c/o Vision N Value Overseas Pvt .Ltd, Nepal  
**+977 – 9825318159**  
[sanjitalamsal5@gmail.com](mailto:sanjitalamsal5@gmail.com)

Subject: **Offer Letter -On the Job Training**

**Dear Sanjita,**

Reference to your online interview on 5<sup>th</sup> December 2023, we are pleased to offer you an On the Job Training program in Housekeeping Department. It is our pleasure to inform you that upon assessment we have found your skills and competencies matching our requirements.

Therefore, we are offering you an opportunity to join Millennium Hotel Doha as Housekeeping Trainee for a period of one year. This one-year's Training Program will begin from the day you arrive in DOHA, QATAR as a joining date. This training program will require 9 hours per day with one weekly off, and your stipend will be 1000 QAR. Your training will be performed under the supervision of the Department Head.

This Training/Internship Offer is subject to approval by the authorities.

The Terms and Conditions:-

1. Shared Accommodation provided by the Hotel
2. On duty meals provided.
3. Transportation to the Work Venue and back provided by the hotel.
4. Visa to be borne by the hotel.
5. Tickets to be borne by the students.
6. During the training period if any trainee wants to cut short his/ her training, then the candidate is liable to pay the hotel his recruitment cost in full.

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a large loop and a horizontal stroke.




7. No one will indulge in a part-time or full-time employment anywhere while still under our sponsorship, without seeking prior approval from the Management.
8. In-house rules and regulations needs to be adhered to at all times.
9. There is no indemnity involved.

After successful completion of your training, based on your performance, successful candidates will be given work opportunity here with us. You will be required to submit a copy of the detailed project report before the completion of your training.

Your training period with our organization will deal with important and sensitive information, records and other matters of the company. You will, therefore be required to sign a 'Code of Conduct and Secrecy Agreement' of our company on the first day of training.

Kindly reply us back for this letter by accepting the terms and conditions mentioned above for the offer given to you.

Yours Sincerely,



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Zamir A. Abbasi  
Cluster Director of HR



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Amila Gamagedara  
Cluster Financial Controller



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Josiane Jabre  
Cluster General Manager

I....., have fully understood the terms and contents, and by affixing my signature below, indicate acceptance of them.

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Sanjita Lamsal  
On - Job Trainee