

UEN:  
Address: , #- , Singapore  
Tel: Fax:

Date: 18

ACCOUNT SENIOR 1

**BY HAND**

**RE: Confirmation of Employment**

Dear ACCOUNT SENIOR 1,

We have been monitoring your performance level lately.

Your accomplishment has been integral to our success and we deeply appreciate such contribution. Despite challenges ahead, we trust you will continue to accomplish better and for that, we would like to acknowledge your contribution.

We are pleased to inform you that you have been promoted to ANGELA CHAI LI FANG along with pay adjustment with effect from G8716471W.

We thank you for your continuing commitment to excellence in the company and congratulate you on your dedication.

Please be advised that matters relating to pay package are confidential in nature and should not be divulged to other employees.

Sincerely,

[S I G N E D]

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YONG KEAN LOOI  
Manager