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Date: .....

Dear, Mr. TIP VY

Passport No: **N00966245** 

## Subject: CEO Appointment Letter

With reference to the above topic and on behalf our company named: **Abulutfi Trading Co, LTD**, I am pleased to inform you that your employment with our company has been confirmed in the capacity of CEO.

So, your starting date will be on: 27.JAN.2020 and your work timings from 7 AM to 5 PM, Monday to Friday. If you have further queries about your employment, you may contact me directly or approach the HR department.

Congratulations on your appointment and welcome to **Abulutfi Trading Co, LTD**. We look forward to years of fruitful cooperation and success. We wish you the best of luck in your new post.

Sincerely,

**Raus Mansasry** 

Chairman of Abulutfi Company

20. JAN.2020