



mohsin

Cell Number :

2023-05-06

## OFFER LETTER

Dear mohsin,

Congratulations!

It gives us an incredible satisfaction in offering you to join the team of Arc Inventador as "5445", now that you have effectively cleared all our enrollment stages. We would like to congratulate you on this honorable accomplishment, since you are among the 5.0% effective competitors who have experienced all of the stages and are being offered a position at Arc Inventador, from all candidates who at first registered.

It would be ideal if you read and sign the enclosed "offer details", demonstrating your conformity with the specifics stated and furthermore present the required certificates said there. Conditional of your acknowledgment of this offer, finish check of your qualifications will be directed.

We sincerely hope that you'll accept our presented job offer, the details and other specifics of which are mentioned in the subsequent pages.

We look forward to have you in our energetic team with an aspiration that will find your work experience with Arc Inventador professionally challenging and rewarding.

Awaiting to welcome you on board!

Regards,

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**Head of Human Resource**

AU Telecom

## POSITION OFFERED

Details of position we are offering you are as follow.

**Position Offered** : 5445

**Job Description** : ghg

**Date of Joining** : 2023-05-05

**Job Working Days** : 6 days in a week – Monday to Saturday

**Working Hours** : 09:00 pm to 05:00 am PST Note: Can be fluctuated (Work from Home)

**Employment Status** : On probation for a minimum of 3 months (confirmation is subject to satisfactory performance and credential's verification).

**Notice Period** : During probation, a notice period of at least 15 day and after probation, a notice period of at least 1 Month is to be served or an equivalent amount of salary shall be deducted for the notice period.

## PACKAGE OFFERED

Details of the package are as follows:

**Basic Salary Package per Month** : Rs. 545/=(Attendance deduction as per basic salary)

## ACCEPTANCE

I \_\_\_\_\_, (s/o) \_\_\_\_\_, bearing CNIC # \_\_\_\_\_  
Accept the offer of employment in the position described, and also furnish the required credentials and I agree that:

- My employment will be governed by service rules of the company now in force, or those that may be

brought into force from time to time.

- Not with standing anything else, my services can be terminated without notice for dishonesty, negligence, indiscipline or breach of trust.

I affirm to be loyal and work hard and earnestly purely and target oriented for the Employer. In addition to this, all business and trade secrets, scripts, contracts, management information will be kept hidden from others during and after services. Failed to comply with will be required to be compensated by termination without pay/payout of reserved salary, security deposits and bonuses/incentives as per damages suffer by Employer.

1. I understand that, if the Employee wishes to resign the job. He/She is required to submit the hand written Resignation before 30 days. The 'Employer' has right to claim the remaining salary and bonuses/incentives in compensation of the damages.
2. The 'Employee' has to work diligently, earnestly, honestly, and hardworking, result oriented, productive and initiative. If the performance of 'Employee' is not as per requirement, low, damaging to employer, any malicious, and any outstanding salary remaining will not be paid.

I also understand and agree that during the term of employment and after its termination, no matter how the termination is brought about, I shall:

1. Not take/ carry/ send/ transfer/ share in any form the data, software and/ or any other information related to my assignment and/ or the company to anybody within the company and/ or outside the company, during and after my employment period.
2. Not use or attempt to use my personal knowledge of any suppliers or customers of the employer for my personal benefit.
3. Not use any confidential information of my own benefit or which may cause loss or injury, whether directly or indirectly to the employer.
4. Not other than in the course of my duties, divulge to or discuss any confidential information to any person other than someone whom the employer authorized to use it.

Date: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Signature Of Applicant