



Opal Laboratories (Pvt) Ltd

HEAD OFFICE & PLANT: LC-41, L.I.T.E., LANDHI, KARACHI PAKISTAN

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Ref: OPAL/MKT/0014/12

Date: December 17th, 2012

Mr. Nadeem Ahmed
S/O Muhammad Sabir
CNIC # 45504-6418449-9
Chaand Masjid Military Quarter
Takkur District Sukkur

Subject: Letter of Appointment

Dear Mr.Nadeem

Kindly refer to your application and subsequent interviews. The management is pleased to appoint you as **Medical Representative** in our Marketing & Sales Department based at Sukkur with effect from **13/10/2012**

Your appointment shall be governed by the following terms and conditions, including any revisions that may be done by the management in future.

1. Your salary per month will be as under:

Basic Salary	Rs. 4,760/-
House Rent	Rs. 2,171/-
Utilities	Rs. 476/-
CLA	Rs. 300/-
Medical	Rs. 397/-
LFA	Rs. 397/-
Gross Salary	Rs. 8,500/-

- You will also be entitled to certain working allowances depending upon the nature of your job. The detail will be provided to you separately. The working allowances may be revised by the management at any time.
- You will be stationed at Sukkur for the time being. However, your services may be transferred to any other department within the company and/or any other place within Pakistan.
- You will be on probation for a period of six months. After successful completion of probation through achieving required satisfactory performance, your appointment may be confirmed.
- During probation, your appointment may be terminated at any time without giving any notice or assigning any reason.
- After confirmation, your appointment may be terminated by giving one month notice or paying one month basic salary in lieu of notice. The term applies to both parties. No notice or salary however shall be required if the appointment is terminated on account of misconduct, breach of discipline and/or violation of terms and conditions contained herein.