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Human Resource Department,
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165, Akowonjo Road
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29th January, 2021

Dear **Mr. UWEM ISRAEL Chukwuneku**,

PROVISIONAL OFFER OF PROBATIONARY PRIMARY EMPLOYMENT

CODED TINZE CONNECTIONS is delighted to engage you on a *Probationary Employment* as **Business Development Officer (Basic)** on a full-time basis.

The Probationary full-time contract to perform Work Objectives assignable to a **Media Team - Business Development Officer**, shall officially commence from the first day of your first weekly block of assignments. The mode of work shall be both Remote and On-site work, as stipulated in the attached appendices. The Communication and Reporting Protocols, as well as the work time shall be as stipulated in the attached Appendices to this Letter.

Work Assignments shall come in weekly blocks of *CTC Standard Objectives*, with essential details and stipulated timed *Milestones*. Each weekly block of work assignments shall be documented appropriately. Basic Duties and Responsibilities, as well as Resources and Benefits associated with the Full Time Probationary Contract in CTC shall also apply.

Remuneration for this contract shall be a sum of **One Hundred Thousand Naira**, payable on full completion, validation and reporting of Four (4) week cycles of work block assignments. Penalties and Personal income tax, as well as any other personnel-determined deductions shall be duly deducted.

Other performance based and achievement related bonuses and allowances may apply.

The probationary contract, if not terminated, shall last a minimum of Three (3) months and maximum of Six (6) months, within which you must have fulfilled requirements and passed the test for confirmation into a definite position of your choice. The contract is subject to review (for cancelation, upgrade or relegation), within 10 days of official assumption of duties, if expressly requested by you, or in the event that your observed performance grossly overshoots or falls below the expectation for the contract.

Termination of this contract by either party, (if not due to severe disciplinary action as stipulated), shall only be by official notification in writing, transmitted and acknowledged at least a day prior to the cessation of the contract. A prior notice period shall not be mandatory.

Termination of this contract prior to the completion of any week's work block, shall imply forfeiture of the pay due for any weeks' work that remained uncompleted.

Should you choose to accept this offer, **a digital Acceptance Letter shall be expected, following which your Official Acknowledgement and response shall be expected within Two (2) working days, to be submitted in person.** Your Onboarding documentation, orientation and workspace setup shall follow as soon as possible. This shall include your provision of 2 Guarantors and a Background Verification.

Kindly, find attached to this offer letter, other **accompanying documents / appendices**, which **in all respect, form part and parcel of this offer.**

We like to congratulate you, as we look forward to having you on our team, where we can aid in the promotion of your career goals, while we work together to actualize the great plans of this Organization and uphold its noble principles and the ideals on which it was founded.

Sincerely,



Head of Human Resource Management