



# Opal.

**Opal Packaging Plus**

ABN: 48005319666

Head Office: 58 Foundation Rd, Truganina VIC 3029, Australia

Phone: +611300275977

Email: [hr@opalpackagingplus.com.au](mailto:hr@opalpackagingplus.com.au)

G06B

---

**EMPLOYMENT OFFER LETTER****Reference ID:** OPP-AUS-EMP-0645**Date:** 09.07.2025

---

**To:****NAYEM**

Bangladesh

Passport No: A18489887

---

**Subject: Offer of Employment**Dear Mr. **NAYEM**

Following a successful recruitment process, we are pleased to extend to you this formal offer of employment at **Opal Packaging Plus** for the position of **Packaging Associate** within our Operational Division at our Truganina facility, Victoria, Australia.

This offer is contingent upon the satisfactory completion of all pre-employment verifications including work eligibility, health clearances, and compliance with statutory immigration requirements.

---

## 1. Position Details

- **Job Title:** Packaging Associate
  - **Employment Type:** Full-Time, Permanent
  - **Location:** Unit B/2-6 Dolerite Way, Pemulwuy NSW 2145, Australia
  - **Reporting To:** Shift Operations Supervisor
  - **Commencement Date:** 15 July 2025
  - **Probation Period:** 3 months from commencement
- 

## 2. Compensation & Benefits

Component	Description
Base Salary	(AUD 2.100/month),
Shift Allowance	Applicable per award wage agreements
Overtime Pay	1% of base hourly rate (as per EBA terms)
Superannuation	10.5% of base salary, employer-contributed
Leave Entitlements	20 paid annual leave days per year
Medical Benefits	Group Health Insurance (commences after 90 days)
Other Benefits	PPE provided, Meal vouchers (T&C apply)

All compensation is subject to applicable taxation laws in Australia.

---

## 3. Conditions of Employment

- Proof of **right to work in Australia** (visa or residency)
  - Submission of **National Police Clearance Certificate**
  - Completion of **pre-employment medical assessment**
  - Adherence to all internal company policies including the **Code of Conduct**, **Occupational Health & Safety**, and **Environmental Compliance** guidelines.
- 

## 4. Confidentiality & Non-Disclosure

As part of your role, you will be exposed to proprietary and commercially sensitive information. You are required to sign a **Confidentiality Agreement** as part of your onboarding documents. Any breach of confidentiality may lead to termination of employment and potential legal action.

---

## 5. Acceptance of Offer

Please review the enclosed **Employment Agreement** and return a signed copy of the **Acceptance Form** no later than **30 June 2025**. Failure to confirm within the stipulated time frame will render this offer null and void.

---

## 6. Contact

If you have any questions regarding this offer or require further clarification, please contact:

**Rebecca Turner**

Manager – Human Resources

+611300275977

---

We look forward to welcoming you to Opal Packaging Plus and trust that your experience with us will be professionally enriching and personally rewarding.

Sincerely,

---