



ABN: 42 007 691 714

Address: 2948 Arkarooola Rd, Arkarooola Village SA 5731, Australia

Location Code: M8QP+88 Arkarooola Village, South Australia, Australia

Phone: +61 8 8648 4848



RC36

Subject: Job Offer

Date: 21/08/2025

To:

LITON MAJI

Passport No: EM0396036

Nationality: Bangladeshi

Dear Sir,

We are pleased to inform you that **Arkarooola Wilderness Sanctuary**, located at 2948 Arkarooola Rd, Arkarooola Village SA 5731, Australia, has decided to appoint you to the position of **Delivery Man**. After reviewing your qualifications, experience, and profile, we are satisfied and are happy to offer you this position.

This employment will be under a **24-month contract**, which may be **renewed** in the future based on performance. Your duties will be determined by the company and may be modified by your manager as needed.

Terms and Conditions of Employment:

- **Position:** Delivery Man
- **Work Location:** 2948 Arkarooola Rd, Arkarooola Village SA 5731, Australia
- **Working Hours:** 9:00 AM – 5:00 PM (Monday to Friday)
- **Salary:** AUD \$2300/month
- **Overtime Pay:** 1.7 times the standard hourly rate

Provided Benefits:

- Free accommodation
 - Meals provided by the company
 - Local transport expenses covered
 - Medical, dental, and health insurance
 - Subsidised mobile phone bill
 - Training and orientation
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Company Policies and Code of Conduct:

1. Attendance and Behaviour:

- Maintain cleanliness and professional attire at the workplace
- Wearing the uniform is mandatory
- Show respectful behaviour towards colleagues and guests

2. Punctuality and Absence:

- Strict adherence to working hours is required
- Any absence must be reported in a timely manner

3. Use of Equipment:

- Hotel equipment must not be used for personal purposes
- Any damage must be reported immediately

4. Health and Safety:

- Fire safety, hygiene, and security protocols must be followed
- Mandatory use of protective gear (gloves, masks, etc.)

5. Confidentiality:

- No sharing of guest or hotel-related information
- Posting photos or information on social media is strictly prohibited

6. Conflict of Interest:

- No action should harm the company for personal or financial gain

7. Communication:

- Maintain open, honest, and respectful communication

8. Training:

- Participation in hygiene, safety, and guest service training is compulsory

9. Disciplinary Actions (if rules are violated):

- Written warnings
 - Temporary suspension
 - Demotion
 - Termination of employment
 - Withdrawal of benefits
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Final Instructions:

You are kindly requested to sign and return a copy of this letter to the address mentioned above **within 30 working days**. If we do not receive your response within the specified time, we will assume that you have **declined** the offer.

We appreciate your interest and look forward to welcoming you to our team.

Sincerely,

Clayas Jack Johnny
Human Resources Manager

Candidate's Signature: _____

Date: _____