



Opal.

Opal Packaging Plus

ABN: 48005319666

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

Phone: +611300275977



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EMPLOYMENT OFFER LETTER

Reference ID: OPP-AUS-EMP-0625

Date: 19 June 2025

To:

Mr. MOHAMMAD ASHRAFUL ISLAM

[KHIGAON]

[1219,DHAKA]

Bangladesh

Passport No: A12699746

Subject: Offer of Employment

Dear Mr. **MOHAMMAD ASHRAFUL ISLAM**,

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
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2. Compensation & Benefits

Component	Description
Base Salary	(AUD 3500/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.
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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

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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,
