



Bekasi, December 20<sup>th</sup> 2024

To : Zalfaqih Ridwan  
Harapan Indah Blok IG No.2 RT 04/RW 019, Bekasi Kota

Dear Mr. Zalfaqih Ridwan,

We are pleased to offer you a position as **IT Developer** in PT Nirwana Lestari starting on January 6<sup>th</sup> 2025. You will report to your IT Manager, Mr.Priyono Atmaja.

The specific details of your compensation will be as follow :

1. **Salary** – Your gross salary will be **Rp.8.000.000,-** per month. Income tax, JAMSOSTEK old age pension dues, transport from home to office vv, including toll fees and lunch expenses are all included.
2. **Annual leave** – 12 working days after 1 year continuous duties.
3. Additional benefits :
  - a. **THR** equivalent to two month salary. One month to be paid out two weeks before Lebaran and the other two weeks before Christmas. The amount will be based on the Indonesia Labor Law.
  - b. **Medical and Hospitalization** as per Company Benefit Plan which is according to the Company regulation.
4. **Probation period** : 3 months.
5. **Annual Performance Review** – this will be based on achievement of Key Performance Indicators as outlined in your job Responsibilities. Amount of salary increase will be in line with company policy for that year.

We are looking forward to have you join our team as we feel you will contribute greatly to the success of our organization.

With best regards,

A blue ink signature of the name Ferry Haryanto.

Ferry Haryanto  
Director

Confirm acceptance of the above offer,

Zalfaqih Ridwan

**PT. NIRWANA LESTARI**  
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