NAFTS/DXB/OFL-VD/20181130/212 November 30, 2018

Mr. Vijay Kumar Dhiman Mob: +971 52 409 8621
Nationality: Indian
Passport No: J8050676

Sub: Employment Offer Letter

Dear Mr. Vijay

The management is delighted to offer you the position of **"Senior Officer-Human Resources & Administration"** for **"Najmat Al Fateh Technical Services LLC"**, Dubai, UAE. We expect you to have a long, successful tenure and bestow your skills, expertise, and experience for the benefit of the company.

The details of your employment are:

1	Salary (fixed): Basic Salary:		AED 7500.00
	Other Allowance:		AED 2000.00
	Total salary:		**AED 9500.00 (UAE Dirhams Nine Thousand Five Hundred only)** per month.
2	Accommodation & Transportation	:	Accommodation Included in Package. Transportation will be provided by Company.
3	Probation period	:	There will be a probation period of 06 months
4	Leave/Vacation	:	Leave will be as per UAE labor law.
5.	Statuary Benefits	:	Gratuity and leave salary will be provided as per UAE labor law,
6.	Insurance	:	Health Insurance will be provided by the employer.
7.	Working Hours	:	You should be willing to work as per office as well as site requirements.
8.	Ticket	:	Economy class return ticket for employee to native country will be provided after completion of 12 months not exceeding AED 3000.00 If leave is availed.
9.	Affirmation	:	You solemnly promise that you will not leave the company or cancel your visa before end of two years.
10.	Validity & Joining	:	This offer letter is valid only if signed by candidate and returned to our HR department within 07 days. As this offer is a part of your employment contract, please acknowledge this employment offer letter by signing and dating below.

The management expects you to be flexible and dedicated enough to work hard, whenever required. Congratulations and wish you all the best for a successful career.

Best regards,

For Najmat Al Fateh Technical Services LLC.

Najmat Al Fateh Technical Services LLC
(Authorized Signatory)

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Acceptance

I, Vijay Kumar Dhiman, confirm that I accept the offer with all the terms of employment mentioned above.

Signature: …… Date: ……..