

WORK AGREEMENT

Mr.
Passport.No:

Date:

With reference to your application and subsequent interview, we are pleased to offer you to post in our organization as a _____ on the following terms.

- 1. Salary** : A Monthly salary _____
- 2. Duty:** :8Hours
- 3. Probation Period** : You will be probation for a period of 3 months
- 4. Period of Contract** : Period of contract is 2 years. After completion of 2 Years automatically renewable for a further Period of 2 years, with mutual consent.
- 5. Food & Accommodation** :You will be provided free food by company Mess with bachelor furnished accommodation, Inclusive of water & electricity etc.
- 6. Passage** :Return Ticket to native country name will provided On completion of the contract
- 7. Leave** :You are entitled paid leave once after completion Of the contract. (As per labor law)
- 8. Medical** :Free medical treatment in health centre will be Provided by the company.
- 9. Others** :Other terms as country name labor law.

If the above offer is acceptable to you, please sign the attached copy indicating your agreement to its contents and return to us.

Yours Faithfully

For: **(Employer name)**

General Manager

Accept:.....