

DATE: 29-07-2022

LETTER OF CONFIRMATION

To,
Muhammad Sumraz Kundi
WC Collections Department
Street # 61, Sector C10/4, Islamabad

Respected Muhammad Sumraz Kundi,

We are pleased to inform you that you have successfully completed the 4 month(s) probation period i.e. from 13-12-2021 to 27-07-2022. In observation of your satisfactory performance, you have been confirmed from 27-07-2022 for the post of Negotiation Officer in WC Collections Department at Pro Global Pvt. Ltd.

Being a permanent employee, you will be entitled for a mandatory Provident Fund deduction as our monetary benefit. In case of resignation you will have to serve 30 days of notice period, however, your basic pay will remain same till further notification by Management.

All other terms and conditions shall remain unchanged as highlighted in the appointment letter. Please acknowledge the confirmation letter by signing the receiving letter attached within. For any further concerns, you can contact HR Department.

Congratulations and wishes you all the best in your position.

Regards

HR Department
Pro Global Pvt. Ltd.

