

DATE: 12-03-2024

LETTER OF CONFIRMATION

**To,
Junaid Naeem
Software Development Department
House # 4, Near Madni Masjid Sudran, Tarlie, Islamabad**

Respected Junaid Naeem,

We are pleased to inform you that you have successfully completed the **4** month(s) probation period i.e. from 01-11-2023 to 01-03-2024. In observation of your satisfactory performance, you have been confirmed from **01-03-2024** for the post of **Database Developer** in **Software Development** Department at Pro Global Pvt. Ltd.

In case of resignation, you will have to serve a notice period of 30 days, however, your basic pay will remain the 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 the HR Department.

Congratulations and wishes you all the best in your position.

Regards,

**HR Department
Pro Global Pvt. Ltd.**