

DATE: 19-03-2024

LETTER OF CONFIRMATION

To,
Muhammad Shayan
Outsourced Business Solutions Department
Flat no: A-201, Firdous Residency, Block-10, Gulistan-e-Johar, Karachi.

Respected Muhammad Shayan,

We are pleased to inform you that you have successfully completed the **3** month(s) probation period i.e. from 20-12-2023 to 20-03-2024. In observation of your satisfactory performance, you have been confirmed from **20-03-2024** for the post of **Customer Support Executive** in **Outsourced Business Solutions** Department at Appedology 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
Appedology Pvt. Ltd.