

**Date:** 06-08-2021

## **LETTER OF PROMOTION**

**Employee ID:** APD-0473

**Name:** Omar Zafar Ansari

**Designation:** Talent Acquisition Executive

**Department:** Human Resources

**Address:** Flat # 801, Columbus Tower, near Teen Talwar, Clifton, Karachi.

**Respected Omar Zafar Ansari,**

We are pleased to offer you the position of **Assistant Manager** in the **Human Resources** department with effect from **08-06-2021**.

Please be informed, in view of your skills and experience in relation to the requirements of the post, there will be a probationary trial period of 30 day(s) which is necessary to assess the suitability of the post offered. This offer is dependent upon the overriding condition that you satisfactorily complete a trial period of 30 day(s) during which your performance will be closely monitored.

After completion of your trial period, you will be assessed. In-case of non-satisfactory performance you will be reverted back to your previous position with the company.

Regards,

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**Human Resources Department**  
**Appedology Pvt. Ltd.**