

DATE: April 3, 2020

LETTER OF CONFIRMATION

To,

Muhammad Mujtaba Khan
WC Collections Department
Karachi

Respected Muhammad Mujtaba Khan,

We are pleased to inform about your successful completion of the three-month probation period i.e. from December 09, 2019 to March 10, 2020. In observation of your satisfactory performance, you have been confirmed from March 10, 2020 for the post of Team Manager in WC Collections Department at Appedology Pvt. Ltd. Being a permanent employee you have to serve 30 days of notice period in case of resignation. 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
Appedology Pvt. Ltd.

Signature of Employee: 