

Date: November 21, 2019

## LETTER OF DEMOTION

E. ID: PRO-0071

Syed Farrukh Hussain  
DOJ: July 01, 2019  
Islamabad

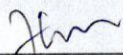
Respected Syed Farrukh Hussain,

Please note after discussing and considering your performance with the Management. Due to your unsatisfactory performance and unable to get hold on KPI SOP's. We have decided that you are not capable to continue your position as **Team Manager**. Hence forth, Management has decided to offer you a position of **Litigation & Collection Officer** with effect from **November 19, 2019**. Your basic pay will remain the same till further notice by Management


As a Team, we are trying our very best to give opportunity to everybody who wish to grow with us and in the same time as staff you should show your best to convince us.

We hope that you will continue to give your best to the organization.

Regards,

  
\_\_\_\_\_  
HR Department  
Pro Global Pvt. Ltd.

I Mr. / Ms. Syed Farrukh Hussain have carefully read the above and are acceptable to me.

Signature:  \_\_\_\_\_

Date: 11/22/2019