

Expertise Contracting Company					
expertise	Business Unit	Document Ref No.:	Rev. No.	Effective Date	Page No.
		President & CEO Office	FM-DIV00-0015	00	10 th January 2022
OFFER LETTER					

Date: 10/ 01/ 2022

Dear : **Mr. Akhil Thomas**
 Passport No : R2128676

We are pleased to present to you our offer of employment with the M/s. **Expertise Contracting Company Ltd.** based on the following employment terms and conditions. Please review this summary of terms and conditions for your anticipated employment with us:

SI-no	Descriptions	Entitlements
1	Visa Status	Single
2	Position's Title	Trainee Engineer
3	Basic Salary	2000
4	Overtime	Not Applicable
5	Accommodation & Food	Provided by the Company
6	Transportation Facility	Provided by the Company
7	Employment contract duration	1 year (Can be extended)
8	Air Tickets	Round Tickets Provided by Company

BASIC TERMS:

- All the above subject and terms will be governed as per the company policies time to time implemented.
- The offer is subject to your **Short Term work Visit visa endorsement** requires approval from the concerned respective state authorities.
- Contract is subject to renewal based on the project requirements and your performance during the period of your deployment
- Upon acceptance of the offer, a formal contract between you and the Company (**Expertise Contracting Company Ltd**) will be drawn up in accordance with the labor regulations of the Kingdom of Saudi Arabia.
- All other terms and conditions are according to Saudi Labor Law and Board Resolution No. 01, s. 2014 of Expertise Board of Directors.
- You are required to provide us copies of following documents, your Passport, Academic Certificates, relieving letter (if available) on your arrival & joining our company at our HRA
- Should you accept this offer letter, we look forward to having you in our organization and we are confident that this will result in a mutually advantageous relationship. Should you have any queries, please do not hesitate to contact the under-signed.

S. Akhil

Human Resources Manager



Vice President (HRA/Ops)

Principal

A.J. Institute of Engineering & Technology
Mangaluru - 575 006

President

Employee Name & Surname	Employee Signature	Expected Joining Date

Revision : 00

Effective Date : 11th October 2021