

**METRO COMPANY LTD.**

PO Box. 20448; AlKhobar 31952; Saudi Arabia
Phone: +966 13 8171017 Ext: 106 Fax: +966 13 8174005

EMPLOYMENT OFFERDate: 18-Aug-24

1. NAME	:	<u>MR.ASHISH RAI</u>
2. NATIONALITY	:	<u>INDIAN</u>
3. PASSPORT NO.	:	<u>R1035764</u>
4. POSITION	:	<u>PLANNING ENGINEER</u>
5. SALARY PER CALENDAR MONTH	:	
6. PAY CODE	:	
7. WORKING HOURS	:	
8. WEEKLY DAY OFF	:	
9. CONTRACT DURATION	:	
10. PROBATION PERIOD	:	
11. CONTRACT STATUS	:	
12. FOOD	:	
13. ACCOMMODATION	:	<u>Provided by Company</u>
14. TRANSPORTATION	:	<u>Provided by Company</u>
15. HEALTH BENEFITS	:	<u>As per Medical Insurance Policy of Company</u>
16. INSURANCE	:	<u>Provided by Company</u>
17. VACATION LEAVE CYCLE	:	<u>Annually</u>
18. VACATION PAY	:	<u>As per Saudi Labor Law</u>
19. RIGHT COMPENSATION PAY	:	<u>As per Saudi Labor Law</u>
20. AIR TICKET	:	<u>Economy class round trip ticket - Provided by company</u>
21. LIQUIDATED DAMAGES	:	
a) If resignation by the employee, after the probation period.	:	<u>Pay the employer one (1) month Basic Salary and bear all expenses (i.e. outbound Ticket, Govt & Visa fees etc.)</u>
b) If terminated by the employer, after the probation period.	:	<u>Pay the employee one (1) month Basic Salary and outbound air ticket.</u>

Notes:

1. Employment Offer subject to verification of all Qualifications against original certificates & Medical Fitness report.
2. The Employment Contract (GOSI / MADAD) will be signed upon joining and this Employment Offer shall be an integral part of the contract.

For and On Behalf of:

METRO COMPANY LTD.

Manager,
HR & Administration

Date: _____

I have read and understood the above terms and conditions of the employment offer and affix my signature below as token of my acceptance.

Signature: _____ Date: _____

