



Al Habbai Contracting L.L.C

MEMO

Date: 13th October 2015

ATTENTION : THE GENERAL MANAGER

Subject : Salary Upgrade for Engr. Mahmoud Samir
(Planning Engineer)


Dear Sir,

With reference to the above mentioned subject, we would like to inform you that Engr. Mahmoud samir (Planning Engineer) has successfully passed his probation period (has joined on 16-03-2015), and we have found him Fast learning, hard worker, and very good attitude.

Accordingly, we are recommending you to upgrade his salary in order to match with gained experience and encourage him for more performance and improvement.

This for your kind information and approval

Thanks & Regards,


Eng. Osama Abdullah
Operation Manager

Mr/Sajee
To increase the salary
to 81500 DHS starting
from 1st October 2015
27/10/15



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