



Al Habbai Contracting L.L.C

HO-75-R2



NEW EMPLOYEE JOINING REPORT

Administration Dept:

Date: 04/07/18

Visa Application Sr No.
(Copy to be attached)

Name of Employee
(As on visa)

HAJJAT BIN KHALID KHALID DAD

Supplied / Recommended by

Direct From M.D

Proposed Profession by the
Supplier

Accountant

Agreed Salary (If any)

Attached LOI

Visa Profession

ACCOUNTING MANAGER

Entry Date: 29/06/18

Remarks

Administration Manager Sign

[Signature] 04/07/18

Date:

From Site

Temporary Site For
Evaluation

Joining
date at site

% of Evaluation

Grade:

Recommended Profession

Remarks

Evaluation by Name

Sign & Date:

Management Approval

Assigned Employee ID #

1001203

Approved profession

SENIOR ACCOUNTANT

Trade Class: PAYROLL A

Joining at Dept / Site

ACCOUNTS DEPT / 01.07.2018

Card Sr No - Company ID

Card Sr No -
SubContr.

Salary

☒ LOI

☐ Rates for skilled trades (mason and the like)

☐ Rates for Helpers

☐ Others ()Dhs /

Department

Pay Roll

☐ A

☐ B

☐ C

Visa Charges

☐ Free

☐ 50% (Half) charges

☐ Full Charges

☐ Others ()Dhs

Remarks

Signature & Date:

[Signature] 12/7/18

United Arab Emirates
MINISTRY OF INTERIOR

General Directorate of Residency & Foreigners Affairs



دولة الإمارات العربية المتحدة
وزارة الداخلية
الإدارة العامة للإقامة وشؤون الأجانب

إذن دخول الكتروني - eVisa



201810684658/1



0702010218341608

عمل
EMPLOYMENT



ENTRY PERMIT NO :

Date & Place Of Issue : 21-JUN-2018
Valid Until : 19-AUG-2018

2341608 / 2018 / 201
DUBAI

U.I.D. No :

119201985

Allowed to Enter U.A.E to:

Full Name : Mr.HAJJAJ BIN KHALID KHALID DAD
KHAN

Nationality : PAKISTAN

Place of Birth : LAHORE

Date of Birth : 28-JUN-1986

Passport No : NORMAL / XV4113312

Profession : ACCOUNTING MANAGER

Accompanied by

Wife : None

Children : None

إذن دخول رقم :
تاريخ ومحل الإصدار : دبي 2018/06/21
تاريخ صلاحية الدخول : 2018/08/19
الرقم الموحد :
أجيز بدخول دولة الامارات العربية المتحدة الى:

الاسم الكامل : حجاج بن خالد خالد داد خان
الجنسية : باكستان
محل الميلاد : لاهور
تاريخ الميلاد : 1986 / 06 / 28
رقم الجواز : عادي / XV4113312
المهنة : مدير حسابات
المرافقون :
الزوجة : لا يوجد
الأبناء : لا يوجد

Sponsor الكفيل

Name : AL HABBAI CONTRACTING (L. L.C)

Address : TEL:042628388, P.O.BOX :21313, 2/1/22941

الحباي للمقاولات ش. ذ. م. م

الاسم :
العنوان :

Note : ENJOY YOUR VISIT & LEAVE BEFORE YOUR VISA
EXPIRES SO WE CAN WELCOME YOU AGAIN

تمتع بزيارتك وغادر قبل إنتهائها ليتم الترحيب بك مرة أخرى

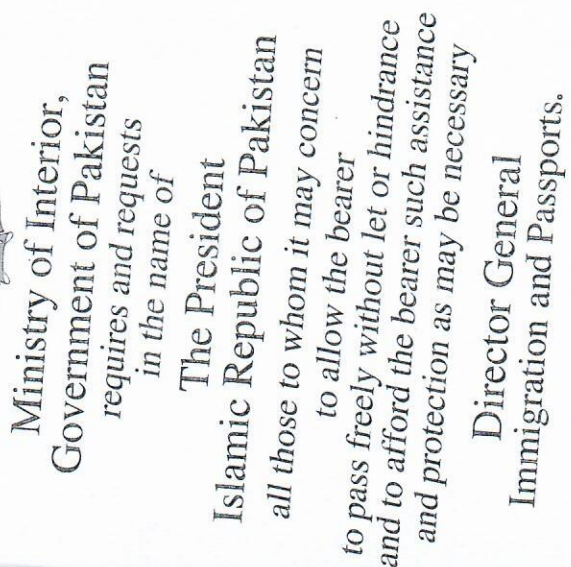
تنبيه :



Director of Residency & Foreigners Affairs

استوفيت الرسوم

مدير الإدارة العامة للإقامة وشؤون الأجانب



7487

PASSPORT



Country Code
PAK

Passport Number
XV4113312

Surname
KHALID
Given Names
HAJJAJ BIN

Nationality
PAKISTANI

Date of Birth
28 JUN 1986

Sex
M

Place of Birth

Citizenship Number
35202-3929331-9

Father Name
KHAN, KHALID DAD

20 JAN 2016

Date of Expiry
18 JAN 2021

Issuing Authority
PAKISTAN

Tracking Number
30101961076

Booklet Number
E1274867



P<PAKKHALID<<HAJJAJ<BIN<<<<<<<<<<<<<<<<<
XV41133127PAK8606280M21011853520239293319<96



AL HABBAI Contracting L.L.C

Ref. No. AHC/FCA/056/18

Date: 01/07/2018

LETTER OF INTENT

Mr. Hajjaj Bin Khalid

We have pleasure to confirm our offer to join **M/s. Al Habbai Contracting LLC** in the capacity of **Senior Accountant**. Your offer of employment would be based upon the following terms:-

1. **Designation** : **Senior Accountant**
2. **Proposed Joining Date** : **01st July 2018**
3. **Consolidated Salary** : **Dhs. 10,000.00** Per Month as detailed below:
 - 3.1. Basic Salary : **Dhs. 6,000.00/ Month**
 - 3.2. Accommodation Allowance : **Dhs. 3,000.00/ Month**
 - 3.3. Transportation Allowance : **Dhs. 1,000.00/ Month**
4. **Probation period** :
 - 4.1. 6 months from the date of joining.
 - 4.2. Upon completion of this period the confirmation of your services will be subject to your work performance.
5. **Leave entitlements** : 30 days paid once in a year. (Basic + accommodation)
6. **Air ticket allowance** : After completion of One year for self (Dubai / Home Country / Dubai)
7. **Medical Insurance** : Basic – Provided as per UAE regulations.
8. **Service Period** : Upon signing the contract agreement you will be obliged to serve the duration of minimum first labour contract (2 years).
 - 8.1. In the event of your resignation prior to completion of the first contract, the entire expenses towards visa process and any training expenses shall be payable by you, in addition to all labour office regulations.
 - 8.2. Resignation notice period shall be 2 Months.
9. **Work location** : United Arab Emirates – Dubai.

This letter of intent will be considered a part of your service contract. Please confirm in writing your acceptance not later than 48 hours from time of sending in order to proceed with your employment visa and work permit.

For further procedures please contact our Public Relation Officer (PRO) **Mr. Dhastagir Ahmed** Mobile no.: **055-9921514** / email: **admin@alhabbai.ae**

Thanks & Regards
For **Al Habbai Contracting L.L.C**

Accepted the above terms &
Conditions:

Cc: Administration Manager
Cc: P.R.O

Appointee's Signature
Date:

01/07/2018