




Al Habbai Contracting L.L.C


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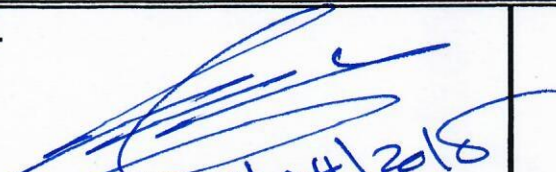


NEW EMPLOYEE JOINING REPORT

Date : 05/04/2018

Administration Dept:			
Name of Employee (As on visa)	ABBAS Raja MOHAMED		
Supplied / Recommended by	MD Property Maintenance Team.		
Proposed Profession by the Supplier	Foreman Direct From Owner.		
Agreed Salary (If any)	Attached to I		
Visa Profession	Labour Supervisor		
Entry Date	27/02/2018	AHC - Joining Date:	28/02/2018
ADM Signature		Date:	05/04/18

Accounts Dept:			
Assigned Employee ID #	1 0 0 1 2 0 0		
Remarks	PAY ROLL (A). As per Owner		
Accountant Signature		Date:	06.04.2018

Management Approval			
Proposed profession	Foreman (for Property maintenance team)		
Joining at Dept / Site	Client Buildings (maintenance work)		
Salary	5000/- DHS without O.T		
Remarks	Direct from MR. Abu Al Habbai (of site)		
Signature:		Date:	11/04/2018



AL HABBAI Contracting L.L.C

Ref. No. AHC/FCA/006/18

Date: 07th February 2018

LETTER OF INTENT

Mr. Abbas Raja Mohamed

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

1. **Designation** : **Foreman**
2. **Proposed Joining Date** : Upon obtaining the Visa
3. **Consolidated Salary** : **Dhs. 5,000.00** Per Month as detailed below:
 - 3.1. Basic Salary : **Dhs. 3,000.00/ Month**
 - 3.2. Accommodation Allowance : **Dhs. 1,500.00/ Month**
 - 3.3. Transportation Allowance : **Dhs. 500.00/ Month**
 - 3.4. Overtime : **Not Applied.**
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. **Accommodation** : Shared accommodation in the company camp will be provided.
6. **Leave entitlements** : 30 days paid once in a year. (Basic + accommodation)
7. **Air ticket allowance** : After completion of two years for self (Dubai / Home Country / Dubai)
8. **Medical Insurance** : Basic – Provided as per UAE regulations.
9. **Service Period** : Upon signing the contract agreement you will be obliged to serve the duration of minimum first labour contract (2 years).
 - 9.1. 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.
 - 9.2. Resignation notice period shall be 2 Months.
10. **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:

