



## PHYSIOMOBILE MALAYSIA HQ

27-G, Kondominium Indah Alam,  
Jalan Jubli Perak 22/1,  
40300 Shah Alam, Selangor.

(CA0242361-V)  
TEL: 03-55693549  
[www.physiomobile.my](http://www.physiomobile.my)

---

PHYSIOMOBILEMY SERVICES  
NO 27-G, Indah Alam Condominium,  
Jalan Jubli Perak 22/1,  
40300 Shah Alam,  
Selangor Darul Ehsan.

20th AUGUST 2016.

**MR. MUHAMAD SAIFUL ZHAFRI BIN MOHD SHAHIDAN.**

**OFFER OF CONTRACT AS PHYSIOTHERAPIST MANAGER AT PHYSIOMOBILE MALAYSIA SHAH ALAM.**

On behalf of **Physiomobile Malaysia** Shah Alam Branch, we pleased to offer you a contract position as **Physiotherapist Manager** from 1.9.2016 to 31.8.2019

In this position, your composition will be:

|                       |          |                  |
|-----------------------|----------|------------------|
| <b>BASIC</b>          | <b>:</b> | <b>RM3500.00</b> |
| <b>EFFECTIVE DATE</b> | <b>:</b> | <b>1.9.2016</b>  |

**2.** Under the term of Physiomobile Malaysia's benefits plan and policies you will be eligible for company benefits.

**3. Contract period**

As mention above, this contract will be effective for **three year** starting from **1.9.2016 to 31.8.2019**. A new contract will be offered a month before the contract ended.

**4. Benefits**

Other than all of the composition, you also entitle for:

- a) **KWSP**
- b) **PERKESO**
- c) **Attendance allowance (85% ON TIME) : RM50.00**
- d) **Medical Allowance : RM50.00**
- e) **General Allowance : RM50.00**
- f) **Petrol Claim : RM 0.45/KM**

- g) **Touch n Go Claim** : **Based on travel**
- h) **Housecall Commission** : **20% of Transportation Charge.**

## **5. WORKING DAYS**

- **9.00 am – 10.00 pm**
- **5-6 days per week**
- **Based on monthly working schedule**

Any changes in term of working schedule will be noticed by the company and depends on Physiomobile Malaysia's rules and regulations.

## **6. Job duties and responsibilities.**

Duties and responsibilities of Physiotherapist Manager as discussed by the company are as below:

### **A) I-BEFORE TREATMENT:**

- Reminding patient on treatment appointment a day before.
- Properly wearing company's attire
- Ensure all equipment are well equip before going for housecall
- Know about patient condition before treatment start.
- Always update on patients condition to ensure treatment are based on Evidence-Based Practice (EVP).
- Preparing INVOICE/RECEIPT before start treatment.

### **II-DURING TREATMENT:**

- Correctly determine patient problems.
- Know thoroughly about patient's condition and its safety measure.
- Follow S.O.P of treatment and giving at least 60% manual intervention.
- Have a good communication with patients with full respects.
- Correctly prescribe exercise to patients with a proper guide.
- Telling the truth to the patients about their conditions and our treatment plan for them.
- Fully explain about the treatment package and rehabilitation plan for patient's progression.

### **III- AFTER TREATMENT:**

- Ensure patient's log book are completely filled
- Give treatment card to patients and well explain about package and current promotion that suit for their condition
- Book next appointment for patients
- Ensure patients get their receipt after every payment done.
- Ensure no equipment is left before going back from housecall session.
- Daily update payment with accountant.

Any changes on jobs and responsibilities will be update time to time. You are advice to consult your manager in anything regarding your duty.

## 7. Annual Leave and Emergency Leave

Refer to company policies that have been issued on 1.9.2016

## 8. KWSP & SOCSO

As stated above you are entitled for KWSP and SOCSO. KWSP contribution is 11% employee contribution and 13% employer's contribution.

Welcome to Physiobile Malaysia and we hope with your presence our team will be outstanding to give more value to the community.

Sincerely,

CEO

Physiobilemy Services.

---

### **Agreement of acceptance:**

I Muhamad Saiful Zhafrri IC NO. 920211-08-6441 Accept the offer above and willingly to abide the company's rules and policies.

Signature: 

Date: 1.9.2016

Company Stamp:

**PhysiobileMY Services**  
No 27 Indah Alam Condominium  
Jalan Jubli Perak 22/1  
40300, Shah Alam  
03 - 5569 3549