



# BAGAN SPECIALIST CENTRE SDN. BHD. (049466-V)

JALAN BAGAN 1, 13400 BUTTERWORTH, PENANG, MALAYSIA.  
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Ms. Leong Syn Woan  
26, Taman Repoh,  
01000 Kangar,  
Perlis.

**PRIVATE & CONFIDENTIAL**

Dear Ms. Leong Syn Woan,

## **LETTER OF APPOINTMENT**

On behalf of BAGAN SPECIALIST CENTRE, I am pleased to offer you appointment as a **PHYSIOTHERAPIST** reporting to the Clinical Support Manager with effect from **1<sup>st</sup> November 2017**.

This offer is subject to the following terms and conditions:-

### **1. SALARY**

Your basic salary on commencing work shall be **RM1800.00** per month and allowance(s) might be provided according to the company policy. Subject to EPF and SOCSO contribution and tax deduction accordance with and as required by Malaysian law and regulation.

You are forbidden to solicit, receive and retain presents, tips or money (ang pow) from patients or from anyone associated with BAGAN SPECIALIST CENTRE. Such gifts should be immediately directed to your Department Supervisors who will hand them over to the Management.

### **2. PROBATION**

You are to serve on probation for a period of six (6) months. During the probation period, the Management reserves the right to terminate your service without having to assign any reason thereof. However, prior to your termination, you will be given one (1) month' notice in writing informing you of such termination or by paying you one (1) month' salary in lieu thereof. You are also required to give one (1) month' notice in writing or pay one (1) month' salary in lieu of such notice should you wish to terminate service on your own accord.

### **3. INCREMENT**

Your annual salary increment, if any, is not automatic and is granted at the discretion of and approval by the CEO, subject to satisfactory job performance by you.

### **4. TERMINATION OF SERVICE**

During probation, Clause (2) above shall apply. On completion of the probation period and upon confirmation, the notice period for termination of contract is three (3) months on either side or by payment of three (3) months' salary in lieu of such notice.

### **5. MEDICAL EXAMINATION**

You are required to undergo a medical examination by a doctor appointed by BAGAN SPECIALIST CENTRE and the offer of employment shall be subject to your passing this medical examination and certified fit for employment for position offered.