

2nd January 2021

Lee Kang Chyi
(I/C:960519-01-5240)
41, Jalan Hulubalang 5,
Taman Ungku Tun Aminah,
81300 Skudai,
Johor.

Dear Kang Chyi,

APPOINTMENT : THERAPY ASSISTANT

We are pleased to offer you the above mentioned position.

The term and conditions of the appointment are as follows:

1. **Commencement** : 2nd January 2021
2. **Salary/Wages** : Your starting monthly basic salary will be RM2000.
3. **Probation** : Three months
4. **Training** : On the job training will be provided.
5. **Duties** : Your duties and responsibilities will be assigned to you by your superior. Necessities of prolonged working hours are envisaged subject to company requirement.
6. **Leave** :
 - a) Annual : 12 working days
 - b) Medical : 14 days
7. **Termination** : By either party giving in written notice of not less than one month.
8. **Annual Bonus** : The amount of Annual Bonus to be paid shall solely be determined by the Management of the company based upon the employees' performance and the profit of the company. Payment of Annual Bonus shall be made approximately end of the year if any. Resigned employees who has not completed a twelve (12) months of continuous services in that year shall not be entitled to bonus.



201904003535(LLP0022347-LGN)

9. Discipline

: You shall be subjected to existing rules and regulations of the company that will be in force from time to time. The company shall have the right to terminate your service without any notice should you be found guilty of misconduct.

10. Personal update : You must inform the company of any changes in your personal particulars whilst in the company employment.

If the foregoing term and conditions are acceptable to you, please sign and return the duplicate copy to us.

Yours faithfully

Tan Mei Shan
Director
One PhysioRehab PLT

I accept the above term & conditions

Name : LEE KANG CHYI
I/C No : 960519-01-5240
Date : 2/1/2021