

PRIVATE AND CONFIDENTIAL

December 4, 2019

MS GOH SIN YI

NRIC :

POSITION : PHYSIOTHERAPIST

Further to your recent interview for the above mentioned position we are pleased to offer you the above stated position subject to the following terms and conditions:-

TERMS AND CONDITIONS OF EMPLOYMENT

1. Position : Physiotherapist

2. Date of Commencement : February 2020

3. Duties and Responsibilities :

In undertaking your role you will report to and be responsible to our CEO/Consultant Physiotherapist Ms Lim Yi Lin.

To provide counseling, professional care and physical therapy treatment as needed by the patients and marketing physio services and products to potential customers.

4. Personal Qualities :

In carrying out the above duties and responsibilities, your personal qualities politeness, drive and integrity is required. Capacity for hard work and loyalty is an integral requisite.

5. Remuneration :

Basic Salary – RM2800.00 per month

6. Other Benefits

- i. 50% subsidy for DNS B & C.
- ii. RM3000.00 subsidy for DNS D.
- iii. 100% subsidy for all FCM and Leadership Courses
- iv. Subsidies for other specialty courses will be considered.

7. Medical Examination :

Prior to commencing employment you must undergo a pre employment medical examination as specified by the Company.

You will bear the cost of undergoing this medical examination. However upon confirmation of employment this cost will be refunded to you.

8. Payment of Wages

Your monthly salary will be paid via cheque.

9. Bonus

Upon confirmation you will be eligible for an annual bonus (if declared).

However the award of such a bonus is at the sole and absolute discretion of the Company.

If awarded to you the amount of the bonus will be determined annually and will depend on your personal performance and any other factors the Company deems fit to be given consideration.

For the first year of service any bonus awarded will be paid on a pro rata basis.

10. EPF/Socso/SIP/Income Tax

The company also reserves the right to deduct other statutory deductions from your salary eg. Socso, SIP, (Sistem Insurance Pekerja), Income tax and Insurance which may be applicable.

11. Medical benefits

The medical reimbursement is RM80 per visit for a maximum of 12 times per year or equivalent to that total amount.

There will be no hospitalization benefits.

12. Leave

Annual Leave – 14 days for the 1st year paid leave based on a full calendar year of service.

Medical leave of up to 2 weeks with pay per annum. Hospitalization leave of up to 2 weeks with pay per annum. More leave of the above is allowed but with no pay.

Sick leave must be accompanied with certificate from a registered medical practitioner.

Study leave for DNS workshops approved by management.

Study leave for approved workshops by management.

13. Working Hours

The normal hours of work per day is 8 hours and shall not exceed 44 hours in one week.

Monday to Friday : 10am to 6pm

Saturday : 9am to 1pm

Or working times as agreed upon

14. Probation

There will be a 6 months probation thereafter an evaluation will be done to determine a confirmation or extension of your probation.

15. Retirement

The retirement age shall be 60 years.

An employee may be re employed after retirement on yearly contractual basis.

16. Off Duty Employment and Activities

You shall not engage in any kind of business or part time employment that has conflicting interest with the Company.

17. Disclosure of Secrecy

- i. You shall never at any time during or after your employment with the Company disclose or divulge to any third party information pertaining to patients and any other matters relating to the Company business.
- ii. If found guilty of a breach of this clause your employment with the Company may be terminated without any compensation or payment referred to in clause 18 listed below.

18. Termination

- i. Your employment may be terminated by either party giving two month's notice in writing or in lieu of notice two month's salary.
- ii. Upon termination you shall not contact any of the Company's patients.

All the above terms and conditions are subject to :

- i. Review from time to time by the Company.

19. Target and Commissions

Your target is based on 5 times of your salary. Upon hitting your target, you will enjoy a 10% commission of revenue above your target amount.

If the above terms and conditions are agreeable to you kindly sign the duplicate of this letter and return to us accordingly.

We would like to extend a warm welcome to you and hope that this relationship will be mutually beneficial.

Yours sincerely,
Myfisio Sdn Bhd

RM Richard

I,
Ms
.....

NRIC Hereby agree, understand and
confirm acceptance of the

Employment offer subject to the terms and conditions stipulated herein and agree to commence
my employment on the

Signed by :

Date :