

YAYASAN BUDI PENYAYANG MALAYSIA (PENYAYANG)

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PRIVATE AND CONFIDENTIAL

YBPM/ADMIN/HR 128

**CIK LIANA AFIZAN BINTI MOKHTAR
(IC.NO. 910507-06-5122)
NO. 19, JALAN NIRWANA 6
TAMAN NIRWANA
75250 BATANG TIGA, MELAKA**

27 SEPTEMBER 2017

Dear Cik Liana ,

**APPOINTMENT TO THE POSITION OF OFFICER (PHYSIOTHERAPIST)
IN THE SOCIAL INNOVATION PROGRAMMES DEPARTMENT**

We refer to our offer of employment to you as Officer in our Foundation, in the Exempt Category, Grade 8 with effect from **1 OCTOBER 2017**

1. Designation

Your designation shall be **Officer (Physiotherapist) in the Social Innovations Programmes Department** . This designation may be altered or changed at anytime at the sole discretion of the Management. In the event of such alteration/changes in the said designation, it shall not affect your category and **grade of your employment**.

2. Salary and Grade

You will be paid a salary of **RM 1,400.00 (Ringgit Malaysia: One Thousand Four Hundred Only)** per month under Exempt Category Grade 8.

3. Probation

You are required to serve a probationary period of three (3) months from the commencement date of your employment. If your work is found to be unsatisfactory your probationary period will be further extended to another six (6) months or more. During the period of probation either initial or extended as the case may be, your employment with the Foundation may be terminated by either party without assigning any reasons thereof by either party giving to the other three (3) days written notice or paying three (3) days salary in lieu thereof.