



Our Ref: MED/SIBU-Diana

Date: 2nd May,2020

PRIVATE & CONFIDENTIAL

DIANA LUBA DOUGLAS
NRIC: 921206-13-5506
NO. 41, Jalan Kemunyang
96000 Sibu,
Sarawak.

CONFIRMATION LETTER

This is a confirmation letter that Ms Diana Luba Douglas has been employed with MediCap SDN BHD since 2nd May,2020.

We refer to your employment letter and your performance in the company and now pleased to offer you the details as below:

- a. Designation : **Senior Wellness Assistant**
- b. Staff Level : **Senior**
- c. Department : **Rejuvenate Centre**
- d. Report Duty Date : **2nd February,2020**
- e. Confirmed Date : **2nd May,2020**
- e. Basic Salary : **RM 1,200.00 (One Thousand and Two Hundred Ringgit Malaysia Only) per month**
- f. Location : **No 18, Lorong Pahlawan 7B1, 96000 Sibu, Sarawak**
- g. Reporting Structure: **Report directly to the person which will be assigned later.**

We take this opportunity to welcome you to the “**MEDICAP** family” and trust that your employment with us will be mutually beneficial and long-lasting.

Thank you.

Yours faithfully
for and on behalf of **MEDICAP**,

LIM CHIN HAU

DIRECTOR

ACKNOWLEDGEMENT

I, **(NRIC: _____)**,
hereby acknowledge receipt of the original copy of this letter of Confirmation of Employment
dated **2nd May, 2020** and confirm that I fully understand the terms and conditions of the said
Offer Of Employment and **accept** the offer.

Signature of Applicant:

Date: