



STRICTLY PRIVATE & CONFIDENTIAL

17th May 2021

MS. GUNAVATHY A/P KANAPATHY
(NRIC NO : 950312 -10-5098)

**69 Jalan Widuri 2e/2,
Seksyen BB18, Bukit Beruntung
48300 Rawang, Selangor**

Dear Ms Gunavathy,

RE: APPOINTMENT AS PROGRAM FACILITATOR - PHYSIOTHERAPIST

We are pleased to inform you that the Management of **GRANDZ PREMIER CONSULTANCY SDN BHD** (Hereafter referred as "the company") has agreed to offer you employment with terms and conditions, stipulated below.

1.0 EMPLOYMENT POSITION

Your designation shall be **Program Facilitator – Physiotherapist** in **GRANDZ PREMIER CONSULTANCY SDN BHD** located at Level 1, No. 18 Kiara Designer Suites, Jalan Kiara 3, Month Kiara, 50480, Kuala Lumpur.

2.0 COMMENCEMENT DATE

Your employment will take effect as of 1st August 2021

3.0 REPORTING

You shall be reporting jointly to the Operations Manager (Admin) and Program Director (Program execution)

4.0 BASIC SALARY STRUCTURE

A. Basic salary at the commencement of your employment will be at **RM1800/- per month**

5.0 PROBATION PERIOD

- 5.1. You are required to serve a probationary period of 3 months from the date of appointment after which your service will be confirmed subject to satisfactory performance.
- 5.2. The probationary period may be extended for a further period of three (3) months or shortened at the sole discretion of the Management.
- 5.3. During the probationary period, either party may terminate the contract of appointment by giving the other party one (1) month notice in writing or payment in lieu of notice.

6.0 ALLOWANCES

Allowance may be given for task performed beyond your normal scope of work.

7.0 MONTHLY STATUTORY DEDUCTION: EPF, SOCSO, INCOME TAX & EMPLOYEE INSURANCE

Deduction to the above statutory bodies will be made from your monthly remuneration package in accordance with the requirements from these statutory bodies.