

January 16, 2025

Khuzaima,  
3840518533661,  
Islamabad.

**Subject: Offer Letter for the Position of Project Assistant**

Dear Khuzaima

Reference to your submission of CV and subsequent interview against subject position.

I am pleased to inform you that CHIP Training & Consulting (CTC) has decided to offer you a full time position of Project Assistant.

A three-month Probationary Period will apply to this role. Upon satisfactory performance in the probation period, the contract may further be extended for 3 or 6 months depending upon your performance and continuity of the position.

During probation period your monthly gross salary shall be @ PKR 42,000/-, subject to withholding tax. In addition, you shall be entitled to the following benefits:

- Meal allowance @ PKR 3,000 per month.
- Death and disability insurance cover @ PKR 1,000,000/-

If acceptable, please sign a copy of this letter, scan it and shared the copy within one working day, so that formal agreement can be prepared.

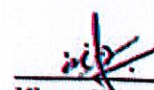
Please contact undersigned for any further clarification/information in this regard.

Regards,

HR Department

CHIP Training and Consulting

I accept above offer

  
Khuzaima  
CNIC : 384051853366