AGREEMENT

**BETWEEN**

**Hilal Meat Processing (HMP)**

**AND**

**Naseer Anjum**

**Address: Dhok Hassu – Street 11 House 15, Rawalpindi**

**CNIC: 3820194019943**

**Contact #: 0333-6522986**

This agreement relates to the Probation Contract for the post of **Supervisor/ Cashier**

1. **Employee**

Name: Naseer Anjum

CNIC:  **3820194019943**

1. **Duration**

The employer offers the employee a probationary employment contract for a period of three months with effect from **April 18, 2025 to July 17, 2025**. The contract may further be extended for three or six months, depending upon satisfactory performance in the probation period and continuity of the position.

1. **Remuneration/Salary**

 The employee will receive Gross Salary of @ PKR 40,000/-per month, subject to withholding tax. In addition, the employee shall be entitled to following benefits:

 **4. Working Time/ Hours, Leave & Holidays**

**4.1** The working week shall comprise six working days; however, the specific days are not fixed and may vary based on operational requirements. The employee may also be required to work beyond standard working hours and on holidays to fulfill job responsibilities and ensure the timely completion of assigned tasks.

1. **Loyalty and Responsibilities**

**5.1** For the duration of the assignment period, the employee is not allowed to engage in any 2nd paid or gain full occupation.

* 1. Even beyond the duration of engagement, the employee must observe strict confidentiality regarding matters which, by their nature or following special instruction, are to be treated as secrets or confidential.
	2. The employee must ask for the employer’s written consent if he/she wishes to publish, broadcast or otherwise publically disseminate information in connection with any official assignment.
1. **Termination**
	1. If the employee will fully neglect to perform any of his/her duties under the assignment, the employer reserves the rights to terminate the contract of employee without giving any notice.
	2. During probation, either party can terminate the agreement by giving two weeks' notice or two weeks' salary in lieu of the notice period. Violation of the notice clause shall be considered misconduct and shall be proceeded under the disciplinary framework.
	3. The employer also reserves the right to terminate the contract of employee subject to the application of show cause and due process if it is found that the employee is involved in any “Misconduct” including but not limited to sexual exploitation, abuse and harassment -PRSEAH (Annex- B) etc.

**7. General**

The employer shall not be made liable for any damage, lose, illness, injuries or death which may occur to or be caused by the employee during the course of the present assignment.

**8. Changes**

 Any modification to this assignment needs the consent of both parties and has to be conducted in writing.

**Both parties hereby accept the aforementioned terms and conditions of “Probation Contract”.**

 **Agreed on: April 18, 2025**

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| **Naseer Anjum** | **HR Department** |
| **3820194019943** |  **Hilal Meat Processing - HMP** |