



Aug 23rd 2021

Mr. Khawaja Muhammad Abubakr Ajmal,
UC 89,
Lahore - Punjab

Subject: Offer Letter for Union Council Polio Officer (UCPO)

Dear Khawaja Muhammad Abubakr Ajmal,

This is with reference to your submission of CV for the position of Union Council Polio Officer (UCPO) followed by your appearance in the test & interview conducted by CHIP Training & Consulting (Pvt) Ltd.

I am pleased to inform you that CHIP Training and Consulting (CTC) has decided to offer you a full time position of Union Council Polio Officer (UCPO) at UC UC 89 - Lahore - Punjab as part of Polio Third Party Personnel (TPP) for Polio Eradication Initiative (PEI) in Pakistan.

Your contract will be valid for a period commencing on the first day of your work till Nov 21st, 2021. However, Your extension will be subject to satisfactory performance of work/tasks assigned to you and upholding of professional ethics at workplace environment.

The position is based in UC UC 89 - Lahore - Punjab and you shall be reporting directly to the concerned Immunization Officer (IO) with close coordination of both WHO Area coordinator and Provincial WHO team for all day to day/program activities.

This letter should be considered as firm offer of employment with following standard, non-negotiable terms of employment;

- (a) Gross salary including all allowances of PKR. 55,440/-per month subject to withholding tax.
- (b) EOBI deductions will be made as per rules.
- (c) The employee shall be provided with death and accidental insurance as per entitlement.

In case of acceptance of above specified terms and conditions, please send a signed copy of this offer letter by tomorrow 12.00 Noon to the undersigned at awais@ctc.org.pk.

This offer letter is conditional and subject to the verification of the information furnished by you at the time of interview with regards to your locality, Education and previous employment. CTC reserves the right to unilaterally revoke the offer letter if any information furnished by you is found incorrect or misleading.

The formal employment application form and employment contract will be sent to you upon acceptance of offer letter and you will be required to join your position from Aug 23rd, 2021 and provide your residence certificate within a month after you commence employment.

Regards

IIR Department
CHIP Training and Consulting

I have read, understood and agreed the Above
Terms and Conditions and hereby accept the same

Signature ABUBAKR
Khawaja.Muhammad.Abubakr.Ajmal

CNIC.#.3520206865301

Dated: 23-08-2021

CHIP TRAINING & CONSULTING (PVT) LTD.

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