

29<sup>th</sup> March 2024.

Khurram Shakeel Malik,  
37405-8174385-1,  
Islamabad.

**Subject: Offer Letter for the Position of Project HR Officer – Islamabad.**

Dear Khurram,

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 HR Officer – Islamabad.

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 80,000/-, subject to withholding tax, at CTC Grade-4. In addition, you shall be entitled to the following benefits:

- A Post-paid sim with a limit of @ PKR 2,000/- per month for official use.
- Death and disability insurance cover @ PKR 3,000,000/-

If acceptable, please sign the copy of this letter, scan and send it at [hr.associate@chipconsulting.org](mailto:hr.associate@chipconsulting.org) 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

Khurram Shakeel Malik  
CNIC : 37405-8174385-1