

04th March 2024.

Amina Batool,
37405-0792640-8,
Islamabad.

Subject: Offer Letter for the Position of IT Associate – Islamabad.

Dear Amina,

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 IT Associate – 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 45,000/-, subject to withholding tax, at CTC Grade-3. 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 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

Amina Batool
CNIC : 37405-0792640-8