02nd October 2023.

Atif ullah,
Office Assistant,

1430127549261,

Peshawar - KPK.

***Subject:  Contract Extension and Salary Increase Letter***

Dear Atif,

This is with reference to your employment contract with CHIP Training & Consulting (CTC) for the position of Office Assistant, which expired on 30th September 2023.

It is hereby to inform you that your contract has been extended until 31st December 2023.

Furthermore, we would like to inform you that starting from 01st October 2023 your monthly salary has been increased and your new salary will be PKR 32,500/-.

Please note that all other terms and conditions of the originally signed contract shall remain the same.

Regards,

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HR Department

CHIP Training and Consulting