

28th October 2023

Ref. # HKDC/OL/530/23

Mrs. Poonam Prithviraj Pawar Dubai United Arab Emirates

Subject: Conditional Offer letter for the Position of Collector

Dear Mrs. Poonam,

We are pleased to extend an offer to you for the position of **Collector** with "tahseel" (Hadaf Al Khaleej Debt Collection LLC), subject to the terms and conditions set forth below.

Job Title	Collector	
Salary Package:	AED	3,100 p.m. (Breakdown as follows)
Basic Salary	AED	2,000 (per month)
Accommodation	AED	500 (per month)
Transportation	AED	400 (per month)
Living Allowance	AED	100 (per month)
Telephone	AED	100 (per month)
Annual Leave	30 days	(per annum) as per U.A.E. Labour Law
Confidentiality:	By signing this offer letter you agree that all customer data, training materials, and information pertaining to HKDC are "Proprietary Information" that shall be treated as confidential, and shall be used only for the purposes of performing your employment duties with HKDC. Also, you shall not divulge the Proprietary Information to third parties. After your employment ceases, you undertake to immediately surrender and deliver to the Company all Proprietary Information in your possession or under your control.	
Period and Termination:	Your employment will be for an period of two years and renewable upon expiry. The initial six months will be a probation period, and during that period employment may be terminated in accordance with the Labor Law. Thereafter, employment may be terminated by 30 days' notice.	

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Training:

This offer of employment is conditional upon the successful completion of our extensive training program which shall be provided to you by Hadaf Al Khaleej Debt Collection LLC

Please be advised that all potential candidates must undergo and pass the 7 days intensive training program. During your training period you will not receive any kind of compensation whatsoever as it is pre-condition of your employment that must be fulfilled by you in order for us to grant you a position within in our company.

After completion of the intensive training program you must pass the evaluation test. Should you pass the evaluation test then you will be deemed to have met the pre-conditions of this offer letter and will then be able to submit your documents for processing so you can join tahseel's operations team. Failure to pass the evaluation test will result in this conditional offer being rescinded and deemed null and void.

Non Competition:

By signing this offer, you undertake that, in the event of the termination of employment, you shall not for a period of one year from the effective date of termination engage, directly or indirectly, in a business activity similar to that of the Company in the U.A.E. or interact with any customer, supplier or representative of the Company as per labor law article no. 127.

The above offer is subject to the conditions stated herein and to your employment visa and/or labor card being approved by the competent authorities of UAE, your compliance with all UAE labor and immigration requirements.

This conditional offer is valid for three days, and thus you will need to advise us if you wish to adopt it by signing a copy of this letter and returning it to us by that date. We shall then schedule your training accordingly.

If you have any queries or require further clarification please do not hesitate to contact us.

Yours Sincerely,

Shapheer Shaffy General Manager

cc: 1. Admin 2. Accounts



I hereby acce have read and Name	ept the terms set out above which I d understood. :
Date	9.0
Signature	:
Joining Date	ľ