



Infinity Logistics Fze
Ajman Freezone, Gate 1,
Warehouse C1- 34-35 Ajman, UAE

11-09-2023

Abhin Valiya Parambil
Kerala , India

(Subject: Offer Letter - Infinity Logistics Fze)

Dear Abhin,

Further to your Application and subsequent interview, we are pleased to inform you that you have been selected for the post of **Operations Executive** .

Your Appointment with **INFINITY LOGISTICS FZE** will be effective from the date of joining the company, subject on completion of Visa Formalities

The terms and condition of your Appointment will be as follows

1. Your Appointment with us will be based on the following salaries and allowances.
You will be on probation for **3 months** from the date of your joining the company will be 11-09-2023

BASIC SALARY	-Aed 800
HOUSING AND RENT ALLOWANCE	-Aed 350
TRANSPORT ALLOWANCE	- Aed 100
ALLOWANCE	- AED 250
<u>TOTAL</u>	<u>-AED 1500 /-</u>

2. Your confirmation after probation will be based on job performance.



3. The company working hours are from 9:00 am - 6:00, Monday to Saturday. Work timings in order to suit operational needs a total of nine working hours per day and six days in week as determined in the labor law for companies within Service Industries. However, work timings are subject to change according to the departmental needs.
4. You will be require to work within the UAE whenever and wherever the interest of the company requires
5. The Company will arrange your Employment Visa to Legalize you employment and you should provide us with Six Passport size photographs and necessary documents required for visa process .This offer is contingent upon passing a government medical Test .Upon issuance of the labor permit and in the event that Employee chooses to leave employment in less than one year from the joining date , the employee shall bear the cost of Recruitment and Repatriation
6. You will be Entitled to end of service gratuity as per the UAE labour Laws
7. You will be entitled to 30 days paid leave annually and a return ticket to your home country on completion of every one year of service with us
8. During the probation period , if you services are found unsatisfactory these could be terminated by giving 15 days' notice .However , on confirmation after the probation period ,a notice of one month will be required to terminate these arrangement from either side .In either cases , the employee is required to collect all outstanding payment from the customers signed by them .
9. Except during official holidays or during any period of leave to which is entitled in accordance with the offer letter or if indisposed by reason of sickness or personal incapacity ,or as may otherwise be agreed upon by the Employer , the employee shall devote the whole of his time and attention to the business of the employer during all customary working hours and will



make every effort and endeavor to promote the best interest of the Employer .The Employee will not, at any time, whether during his employment or thereafter, disclose, divulge, make public or make use of whether for his own purpose or otherwise, any information or knowledge whatsoever, confided in or made known to him or obtained by him during his employment of kind whatsoever. The employee also undertakes that he will not, without the prior consent of the Employer, be concerned with, nor engage in, nor be an interested party in any other business or employment of any kind whatsoever

10. The Offer Letter of Employment is subject to UAE Federal Law no. 8 of 1980 and its Amendments

If the above are acceptable to you, please return the duplicate copy of this letter duly signed as proof of your acceptance.

We wish you all the success in your continuation with Infinity Logistics Fze and do hope that we will have a strong and gainful association and you enjoy working with us

Best Regards,

Nipin Narayan | Managing Director



Address : [Ajman Freezone, Gate 1, Warehouse C1-34/35 , UAE](#)

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Accepted the above Terms & Conditions

Abhin Valiya Parambil