

17th December 2018

Mr.Mohamed Razick Mohamed Hisham, No 363/5, Beligammana, Mawanella.

Dear Sir,

#### Position of Warehouse Operations Manager

With reference to your application for above, we are pleased to offer you employment in the above position with effect from 17<sup>th</sup> December 2018 under the following terms and conditions.

### 1) Salary

You will be paid a basic salary of Rs 80,000/= and a fixed allowance Lunch Allowance of Rs 15000/= and a fixed monthly allowance of Rs.30,000/= per month.

#### **Provident Fund and Trust Fund**

You will be required to contribute 8% of your monthly gross salary to the Employees Provident Fund. The company will contribute 12% of your salary and in addition, will contribute 3% of your salary to the to the Employees' Trust Fund.

#### 2) Probation

Your employment will be subject to a probationary period of six months commencing from the date of your employment. The confirmation of your employment will be on satisfactory performance, attendance, conduct and aptitude which shall be communicated in writing.

The Company reserves the right to extend your period of probation for a further period if deems necessary. During the period of probation or extended period of probation, either party has the right to terminate this contract of employment without notice or without payment in lieu of notice and without assigning any reason for such termination.

### 3) Notice of Termination

After confirmation this contract may be terminated by either party on giving the other three (03) months written notice or payment of three (03) months salary in lieu thereof.

You will be liable for dismissal from service without any notice or without any payment if you are found to be in serious financial embarrassment or if your salary is ceased under fiscal order or if it is proved that you have defrauded Company money/property, you have received a secret commission or gratuity or a bribe in cash or kind in connection with the business of the Company.

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No. 196, NAWALA ROAD, NAWALA, SRI LANKA.

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### MODERN FOODS CO.LTD.

Head Office: Jeddah-Al Khaskia, Kingdom of Saudi Arabia C.R.4030159652 - P.O.Box : 20002 Jeddah 21455 Telephone +966 12 648 9999 Fax : +966 12 648 7908



### شركة الأطعمة الحديثة المحدودة

المركز الرئيسي :جدة- الخاسكية - المملكة العربية السعودية س .ت : ٢٠٠٥٦ ٢٠٤٥ - ص ب : ٢٠٠٠٢ جدة ٢١٤٥٥ تلفون : ٢٤٨٧٩٠٨ ٢ ٦٤٨٧٩٠٨ ا

06-06-2018

# Employment Certificate

This is to certify that MR. MOHAMED HISHAM MOHAMED RAZICK, Srilankan national holder of Passport N5370466 has been employed by Modern Foods Co.Ltd. From 11<sup>th</sup> March 2016 to 28<sup>th</sup> May 2018.

While leaving MR. MR. MOHAMED HISHAM MOHAMED RAZICK was working in Modern Foods Co. located in Riyadh, Saudi Arabia as Warehouse Manager.

During the tenure of his employment, he has fulfilled all his assigned responsibilities and obligations in a diligent manner.

Wishing him all the best for the future career.

**HUMAN RESOURCES DEPARTMENT** 



### MODERN FOODS COLLTD.



شركة الأطعمة الحديثة المحدودة المركز الرئيسي :جدة- الخاسكية - المملكة العربية السعودية

Head Office: Jeddah-Al Khaskia,Kingdom of Saudi Arabia C.R.4030159652 - P.O.Box : 20002 Jeddah 21455 Telephone +966 2 648 9999 Fax : +966 2 648 7908 المركز الرئيسي :جدة- الخاسكية - المملكة العربية السعودية س.ت: ٢١٤٥٥ - ٤٠٠٠١ - ص.ب: ٢٠٠٠٢ جدة ١٤٥٥ تلفون : ٢٢٤٨٩ ٩٦٦ ٢ ٦٤٨٧٩ ٠٨ باكس : ٢٦٤٨٧٩٠٨ ٢ ٩٦٦ ٢

الموافق: ٥١/١٠/٠٤م

التاريخ: ۱۲/۱۷/۱۸ ه

المحترمين

البنك الأهلى التجاري

السادة /

السلام عليكم ورحمة الله وبركاته ,,,

نفيد سعادتكم بأن السيد/ محمد هشام محمد رازق ، سيري لنكي الجنسية حامل اقامة رقم (٢٤٠٨٨٦٠٦٧) صادرة من جدة يعمل لدينا بوظيفة ( مشرف خدمات طعام) ويتقاضى راتب وقدره (٥٠٠٠) خمسة الاف ريال فقط لاغير ، ويعمل لدينا من تاريخ ٢٤٠١٦/٠٣/١ م ومازال على رأس العمل وقد اعطى له هذا الخطاب بناء على طلبه لفتح حساب الرواتب دون أدنى مسئولية على الشركة تجاه حقوق الغير.

وتقبلوا تحياتنا ،،،

شركة الاطعمة الحديثة المحدودة

Jeddah( 02) 6489999 - Riyadh( 01) 2201713

جدة : ٩٩٩٩٩٩ (٠٢) - الرياض : ٢٢٠١٧١٣ (١٠)

### Amha Catering Co. LTD-Paid Capital (SR 500,000)



### **EMPLOYMENT CERTIFICATE**

To Whom It May Concern:

This is to certify that Mr. MOHAMED HISHAM MOHAMED RAZICK (AC2460LKA), Sri Lankan National, bearing Sri Lankan Passport No. N0378709, has been employed by this company as a Warehouse In Charge, from 08/03/2009 up to 18/11/2014.

This certificate was issued to Mr. Mohamed Hisham here in Riyadh, Kingdom of Saudi Arabia, this 18th day of November 2014, upon his request and can be used for whatever legal purpose it may serve him best without responsibility from this company.

For Amha Catering Co.

ABDUL MOHSEN SALEH Personnel Manager















## Wijitha Group of Companies (Pvt) Ltd.

07<sup>th</sup> of January, 2009

### TO WHOM IT MAY CONCERN

This is to certify that **Mr. M.R.M Hisham**, No. A 50/7, Elagalla, Bootawa, Mawanella, Sri Lanka have worked as a **Factory Executive** from December 2006 to December 2008.

I found him to be an intelligent, reliable and honest employee. He could be relied on to complete the job with efficiently and accuracy.

I have no hesitation in highly recommending him to any employer seeking a person of highly moral and dedication and capability in his field where he will contribute to the success of any endeavor.

I take this opportunity on behalf of this company and from myself personally to wish Mr. M.R.M Hisham very best of luck in his future careers.

Miss. Nilmini Thennakon Human Resource Manager

> No. 160, Main Street, Mawanella, Sri Lanka. Office: +94 35 22 47956 / Fax: +94 35 22 47634

> > E mail: wijithagroup@sltnet.lk



Best Performers 2007

Wijitha Group of Companies is pleased to award this certificate to

Mr. R. F. Fisham.

For being a

Best performer

during the year 2007

M.C.M. Aslam Director

M.C.M. Rahumathulla Chairman Claude Gunasekera General Manager





### REKHA INDUSTRIES (PVT) LTD.

No. 48/9, NAMBULUWA, PASYALA, SRI LANKA. Tel: 033 2285796 / 2285631

13th February 2006

### TO WHOM IT MAY CONCERN

This is to certify that Mr. M. R. M. Hisham of No. A 50/7, Pahala Elagalla, Boottawa, Mawanella, has worked as a Storekeeper in our establishment, from 10th November 2003 to 17th December 2005.

During his tenure of service, he proved to be a loyal and hard working person and discharge his duties to our entire satisfaction.

He is an honest and trustworthy young man with a great sense of duty responsibility.

I have no hesitation in recommending him, any employer who desire to have his service and bears an excellent character.

I wish him all success in his future endeavors.

General Manager

Rekha Industries (Pvt) Ltd.