



PRIVATE & CONFIDENTIAL

04 August 2023

Dear Ms. Anum Ali,

We are pleased to offer you the role of **Legal Manager at Mitchell's Fruit Farms Limited**. The job is based at Head Office, Lahore and you will be reporting to the CEO. Beside undertaking Company legal matters, you will also perform the duties of Company Secretary. The details of the offer are as under: -

1. Basic Salary	Rs. 50,000/-
2. House Rent	Rs. 20,000/-
3. Utilities Allowance	Rs. 15,000/-
4. Conveyance	Rs. 15,000/-

Gross Salary Rs.100,000/-

The benefits associated with the above role also includes the following:

- 1) You will be entitled a monthly fuel allowance of Rs 25,000/- which shall be given to you with your salary.
- 2) A probation period will apply for the first 03 months of your employment. During this period, we will assess your progress and performance in the assigned job. During the probation period you or Mitchell's Fruit Farms Ltd may end your employment by providing a notice of 1 week in writing, without assigning any reason. This probation period may also be extended after formal review of performance. After successful completion of Probation period, your salary will be raised to Rs 125,000/- per month.
- 3) You will be entitled a Life Insurance as per company policy.
- 4) You will be entitled with Medical facility for Self, Spouse and Children as per Company policy. The medical benefits include OPD and IPD which are regulated through Company hired Health Insurance Policy.
- 5) You will be entitled with Statuary Gratuity from the date of your joining.
- 6) You will be entitled Employer's gratuity as per Company Service Rules.
- 7) You will be entitled to purchase Mitchell's products on employee's discount scheme as per allotted quota from the Company Fair Price Shop.

Kindly note that the above offer is valid for 12 x hours from today onwards. We are looking forward a willful acceptance of our offer with intimation of a likely joining time with MFFL.

Best Regards


Col Muhammad Arshad T.Bt (Retd)

GM HR, Administration and Business Practices

Anum Ali: 