

PRIVATE & CONFIDENTIAL

08 November 2024

AHMAD FIKRI BIN MD FIDARUS

990503015059

UNIVERSITI KUALA LUMPUR KAMPUS CAWANGAN MALAYSIAN INSTITUTE
OF AVIATION TECHNOLOGY
LOT 2891, JALAN JENDERAM HULU
43800, SELANGOR

Dear Mr. Name,

OFFER LETTER AS AN INTERNSHIP

Refer to the above matter.

2. Senai Airport Terminal Services Sdn Bhd ('SATSSB') has agreed to offer you as an internship based at Senai International Airport, Johor Bahru, Johor.

Position	:	Internship
Department	:	Aerodrome
Reporting To	:	Aswad Asady Bin Naemat/ Head of Unit Aerodrome
Effective Date	:	11 November 2024 to 17 March 2025
Allowance	:	RM600.00 / month
Insurance	:	Not applicable
Accommodation	:	Not applicable
Annual leave	:	4 Days
Medical Leave	:	14 Days

3. You should treat all matters of the SATSSB as confidential in the course of and after your training period and you are required to sign the declaration of secrecy form upon joining the firm.

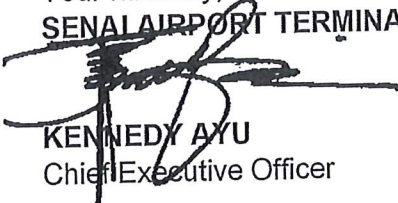
4. Your working hours will be as follows:

Monday to Friday	:	08:30 a.m. to 17:30 p.m. (Working hours may be vary based on operational requirements)
Saturday	:	Off day
Sunday	:	Rest day
Lunch Break	:	13:00 p.m. to 14:00 p.m. (Monday to Thursday) 12:30 p.m. to 14:30 p.m. (Friday)

5. This engagement will be automatically terminated at the end of the training period. However, this employment can be terminated by either party by giving seven (7) days notice in writing for seven (7) days pay instead of notice.
6. Should you be absent on account of illness, you must immediately inform your superior or the management, by phone or otherwise and produce a medical certificate on return to work.
7. This contract shall be deemed to have been broken by you if you are absent from work for more than two consecutive working days without informing the management before your absence.
8. That you agree to perform such jobs and functions which are deemed fit to be assigned by the management to you from time to time.
9. You are required to inform the management of any change of personal particulars such as address, telephone numbers, and other information immediately.

Thank you.

Your faithfully,
SENAI AIRPORT TERMINAL SERVICES SDN BHD


KENNEDY AYU
Chief Executive Officer

C.c. : Internship file
: Learning & Development Unit

ACKNOWLEDGEMENT

I hereby understand and accept the conditions contained in the letter dated 08 November 2024

Name : AHMAD FIKRI BIN MD FIDARUS
No. I/C : 990503 -01 -5059
Date/Time : 11 / 11 / 2024
Signature : 