

GOOD2U

PRIVATE & CONFIDENTIAL

1st November 2024

Ms. Batrisyia Najwa Binti Zainal
(050702-01-1704)
- JKM - G102342

Dear Ms. Batrisyia Najwa,

PROMOTE TO SENIOR STORE CREW

The management has decided promote you to the post of **Senior Store Crew** with effect from **1st November 2024** and correspondingly your basic salary will be adjusted from **RM1,500.00** to **RM2,100.00** per month with **Overtime Claim**.

In addition, your commission rate will be adjusted from **0.15%** to **0.20%** based on monthly actual sales achieved by outlet with effective from **1st November 2024**.

Save as aforesaid, all other terms and conditions of your employment shall remain unchanged except clause 4: Notice of Termination, your notice of termination of service will be amended to two (2) months with effective from **1st November 2024**. Either party may terminate the contract of service by giving the other party two (2) months notice in writing upon resignation or salary in lieu of such notice.

Keep it up and certainly confident that you will continue to give your fullest dedication and support to the Company.

Thank you.

Yours faithfully,

For and on behalf of
EASTERN HOPE SDN. BHD.

Kindly acknowledge receipt



.....
LEE POOI HWANG
Human Resources & Admin Senior Manager



.....
Signature: **BATRISYIA NAJWA BINTI ZAINAL**
Name :

Eastern Hope Sdn. Bhd. (846612-A)

No. 3, Jalan Jururancang U1/21, Hicom Glenmarie Industrial Park, 40150 Shah Alam, Selangor.
Tel: 03-5879 8985 Fax: 03-5879 8984

Ms. Batrisyia Najwa Binti Zainal - G2UJKM

Date: 1st November 2024

Name : Batrisyia Najwa Binti Zainal
I/C No : 050702-01-1704
Position : Senior Store Crew
Outlet : Komtar Johor (JKM)
Date Joined : 01/11/2024

Dear Ms. Batrisyia Najwa,

You will be entitled to a commission of **0.20%** based on monthly actual sales achieved by outlet with effective from **1st November 2024**.

You will be rewarded with the following sales commission rate, if outlet achieve monthly sales as stipulated in the new Sales Target Scheme (will be notify by Retail Operation Department):-

Sales Target Scheme	Sales Commission Rate
Tier 1	0.40%
Tier 2	0.60%

Thereafter, the Company will notify you accordingly if there is any subsequent changes in the Sales Commission Rate.

Should you join the Company on a day that is not the first day of any month, your first month commission shall be calculate in a prorated basis.

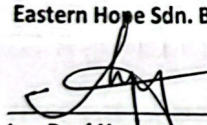
Commission earned for prevailing calendar month is to be paid on subsequent calendar month along with subsequent calendar month's salary provided the employee serves the entire prevailing calendar month; otherwise no commission would be paid.

Commission Earned (Sales achieved)	Commission Paid	Last working date on last day of the month (for example :-)	Last working date not on the last day of the month (for example :-)
February 2023	March Payroll	Get Full month Commission provided your last working day is on 28/2/23	Your last working date on 23/2/23 - No Commission will be paid.
March 2023	April Payroll	Get Full month Commission provided your last working day is on 31/3/23	Your last working date on 16/3/23 - No Commission will be paid.

The entitlement and payment of commissions shall strictly determine by the Management from time to time. The Company reserves the right to change, amend or withdraw any existing commissions/incentives without having to provide any reason or prior notice.

Yours faithfully,
For and on behalf of

Eastern Hope Sdn. Bhd. (846612-A)


Lee Pooi Hwang
HR & Admin Senior Manager

ACKNOWLEDGEMENT

I, BATRISYIA NAJWA BINTI ZAINAL, (I/C No : 050702-01-1704) hereby confirm that I read and fully understood the terms and conditions stated herein and accepting the offer being offered.


Signature of Employee & Date