



EMPIRE SUSHI SDN BHD (1358883-D)

No. 5, 5th Floor, Block B, IOI Boulevard, Jalan Kenari 5,
Bandar Puchong Jaya, 47170 Puchong, Selangor.

+603 8080 0237 / 0273

www.empiresushi.com.my

Human Resources Department

STRICTLY PRIVATE & CONFIDENTIAL

1st June 2024

STAFF COPY

Norul Aisyah Binti Othman
030226-01-0322
Aeon Taman Universiti, JB

Dear Norul Aisyah Binti Othman,

CONFIRMATION OF PROMOTION

In consideration to the successful and satisfactory completion of your probationary period, management has much pleasure to confirm you as **Assistant Supervisor** of the Company with effective from **1st June 2024**. In this connection, please note the following salary adjustments and added/revised/re-affirm employment terms and conditions, all affective from the same date.

- 1) Your **"Notice Of Termination"** shall be three (3) months' notice in writing or by paying three (3) month's salary in lieu of such notice.
- 2) Entitle to **Quarterly Bonus Scheme** effective **June 2024**.
- 3) Notwithstanding thereof, the Company **reserves the absolute right to review all types of allowances & benefits from time to time** and that it may varied or withdrawn at the sole discretion of The Company without giving reasons whatsoever.

All the other terms and conditions of employment shall remain unchanged.

We take this opportunity to congratulating you for the confirmation of Assistant Supervisor. We hope you will continue to give your best level of efforts towards the future growth of the Company.

Kindly acknowledge your acceptance of confirmation in employment by signing and return the duplicate of this letter to us within seven (7) days from the date of this notice or otherwise we may consider you are not interested and voluntary to terminate the contract in due course.

Thank you.

Yours Sincerely,
Empire Sushi Sdn Bhd

Syazana Binti Mokhtar
Human Resource Manager

I **Norul Aisyah Binti Othman**, I/C No. **030226-01-0322** understand and accept the above terms and conditions.

Signature

2/6/2024

Date