



Oneness Cafe Sdn. Bhd.
(1114823-X)
Lot 11, Anjung Neighbourhood Centre,
5, Persiaran Ledang Heights,
79250 Iskandar Puteri, Johor.

Date: 5/7/2024

LETTER OF ENGAGEMENT – Position Part Time Sandwich Artist

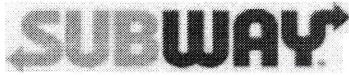
Dear NORSHAHILAH KAMIS (IC No.: 950428-01-5924),
(FULL NAME)

Following our recent discussions, we are pleased to offer you a position as a Part Time SUBWAY® Sandwich Artist, you are hereby agreed to comply with the Terms and Conditions:

1. Date of Commencement
Your date of work commencement is 5/7/2024. You are expected to perform duties and responsibilities as assigned.
2. Salary
7.80
Your hourly salary is rate RM7.80 per hour. Your gross salary is the total hours worked multiplied by your hourly rate. Salary payout will be monthly.
3. Working Hours
Company's restaurants operate 7 days in a week. You will be working in shifts. Off day shall only be arranged on weekday. Any shift request has to be submitted 7 days before the shift schedule is fixed. Leave request shall be submitted 7 days before the date, urgent leave request (submitted less than 7 days before the leave date) is subjected for approval once your schedule is fixed.
4. Staff Meal and Staff Purchase Discounts
Staff meal will be provided during your shift of work. Staff meal is not sellable to anyone. You are entitled to 15% staff discounts from regular price should you would purchase from our store.
5. Termination of Service
Termination of employment can be effected by either party giving a 14 days notice in writing and without having to assign any reason hereto or payment in lieu equivalent to one 14 days gross salary.
6. Place of Work / Mobility
Your current place of employment is:

Lot 11, Anjung Neighbourhood Centre, 5, Persiaran Ledang Heights, 79250 Nusajaya, Johor.

However, you may be required to work/be transferred at/to any Subway outlets of Oneness Company.
7. SUBWAY® has in place a number of company policies and procedures. You are required to comply with company policy to prevent from disciplinary during your service. These policies are found in **SUBWAY® Code of Conduct**. These policies do not form part of this contract of employment.



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8. Confidentiality

You shall not, without the consent of the company, reveal, disclose or share information which is deemed confidential and trade secrets by the company to any third party. All assignments and tasks given to you by the company shall be deemed as strictly confidential. You shall not make use of company's information, tools, materials, and property to accomplish other than work-related tasks.

Please feel free to seek for clarification on any questions about the offer. If you agree with all the terms and conditions, please sign and return this letter to us. We welcome you aboard at Oneness Cafe Sdn Bhd.

Thank you.

Yours sincerely,

(Annabel R. Baldor)
Manager / Acting Manager
SUBWAY®
Oneness Cafe Sdn. Bhd.



I, Norshahilah Kamis (IC No.: 950428-01-5924) confirm that I have read the Letter of Offer and hereby accept the offer with the Terms and Conditions as stipulated above.

Name: NORSHAHILAH KAMIS
Date: 5/7/2024