Company Letter Head

Date:

**Offer Letter**

To,

Mr …………

PP No ………..

We have pleasure in offering you an employment on the following terms and conditions:

Terms and Conditions:

1. Position :
2. Basic Salary :
3. Working Hours : As per Omani Labour Law
4. Overtime :As per Oman Labour Law
5. Accomodation :Provided by the company
6. Food :Free food or Food Allowance
7. Transportation :Provided by the Company
8. Probation period :90 days
9. Contract Period :02 Years
10. Medical/Insurance :As per Oman Labour Law
11. Leave :As per Oman Labour Law
12. Other Terms and Conditions :As per Oman Labour Law
13. Ticket :Joining for first time and after completion of contract Returning ticket, provide by company
14. Visa :Provided by the company

Yours Faithfully,

(Seal and Signature of Authorized person/company)