**Company Letter Head**

Date:

**Sample Employment Contract**

To,

Mr.……….

PP No……………….

Post……………….

With Reference to our demand order, we have pleasure in offering you an employment on the following terms and conditions:

Terms and Conditions:

(SAMPLE)

1. Monthly Basic Salary : Omani Rial 500
2. Working Hours : 8 hrs./day, 6 days per week
3. Overtime : As per OmaniLabour Law
4. Accommodation : Provided by the company

 or allowances of ………..Omani Rial

1. Food : Food provided by the Company

 or Food Allowance of ……..Omani Rial

1. Transportation : Provided by the Company
2. Probation period :90 days from initial day of joining the company
3. Contract Period :02 Years
4. Medical/Insurance : …………………………..
5. Leave : …………………………..
6. Other Terms and Conditions : As per OmaniLabour Law
7. Ticket : Joining and Returning ticket after completion of contract

 provided by the company

1. Visa : Provided by the company

Please address your signature of acceptance below;

Yours Faithfully,

……………..

………………

(Seal and Signature of Authorized person/company)