



ANDARAYA (M) SDN. BHD.

(Reg. No. 233536-P) Outsourcing License No. : KHEDN 100/637/1-4 (7)

Date : 25th July, 2019

SWAPNIL ASSOCIATES

Flat #2-B, House #1/B, Road #08,
Block #I, Banani, Dhaka-1213,
Bangladesh
Recruitment License No. : RL-1133

Attn. : Mr Abu Baker Muhamed Salim

Dear Sir,

DEMAND LETTER FOR RECRUITMENT OF BANGLADESH WORKERS

As per discussion, we have 2 demands requiring Bangladesh workers. Details is as below :-

1) CARGO WORKERS

Number of workers	: 50 workers (Fifty)
Job Category	: General Workers
Job Descriptions	: Loading, Unloading, packing and doing General work in warehouse or related area
Criteria	: Can speak, Read and Write in English and have basic Mathematics
Age	: 21-35 years
Salary :	

Description	Details
Salary	RM 1,100.00/month (8 hours per day/ 26 days per month)
Overtime	RM 618.54 (3 hours per day x RM 7.93/day x 26 days)
Working days	26 days per month
Deduction	RM 137.30 per month (For 10 months for every year)



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Bringing you the right MANPOWER to your doorstep!

Date: 25th July, 2019

SWAPNIL ASSOCIATES
Flat #2-B, House #1/B, Block #I,
Banani, Dhaka-1213, Bangladesh
Rec. License : RL-1133

Dear Sir/Madam,

Re: DEMAND LETTER FOR RECRUITMENT OF WORKERS FROM BANGLADESH

We hereby appoint your company to recruit Bangladesh male workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

1. **Number of workers** : 50 (Fifty workers)
2. **Job Category** : Cleaning workers
3. **Job Description** : Cleaning area, wash dishes, swipe and mop floor/table/chairs/window, cleaning bathroom, clear the rubbish and other aspect of cleaning at food court area/restaurant/hotel
4. **Criteria** : Pleasant look, can able to speak, read and write in English
5. **Age** : (21 – 35 yrs.)
6. **Contract Period** : 3 years
7. **Salary :**

Basic monthly salary: RM 42.30/day/ 26days x 8 hrs

RM1100.00

Allowance	Amount in RM
Attendance	-
Food	-
Transport	-
Shift	-
Overtime (RM 7.93/hour x 3 hours x 26 days)	618.54
Total:	1718.54