



台灣佛教慈濟基金會馬來西亞(雪隆分會)

TAIWAN BUDDHIST TZU-CHI FOUNDATION MALAYSIA

(KL & SELANGOR BRANCH) (PPM-001-10-12022004)

KL Tzu-Chi Jing Si Hall No.359, Jalan Kepong, 52000 Kuala Lumpur.

Tel: 03-6256 3800 Fax: 03-6256 3801

E-mail: info@tzuchi.my Website: www.tzuchi.my

27th September 2018

Ms. Tay Kee Lynn, Joey

PRIVATE & CONFIDENTIAL

(IC No: 880219-56-5400)

23 Jalan Dato Yusuf Shahbudin 5

Taman Sentosa

41200 Klang, Selangor Darul Ehsan

Dear Joey Tay

RE : APPOINTMENT AS PHYSIOTHERAPIST

We refer to the above and are pleased to offer you the position herein mentioned for PRM Project at Taiwan Buddhist Tzu-Chi Foundation Malaysia on the following terms and conditions: -

1. COMMENCEMENT OF DUTIES

Your employment shall commence on 3 December 2018. Any variation to this date has to be agreed by both parties.

You will be based at our **Buddhist Tzu-Chi Free Clinic at Klang, Selangor** However, during the initial appointment, you may be based at our Kuala Lumpur Clinic in Pudu.

You are required to undergo a pre-employment medical examination with the Foundation's Panel Doctor. For avoidance of doubt, this offer of employment is subject to the said medical examination, the results of which must be acceptable to the Foundation notwithstanding the certification of fitness having been issued by the Foundation's Panel Doctor.

Your appointment is also subject to the clearance of the reference check to be carried out by us with your previous employer(s), the finding of which must be acceptable to the Foundation.

2. SALARY

Your basic salary will be RM4,350 per month with a meal allowance at RM150 per month. Salary increment will be awarded by the Foundation at its absolute discretion, based on your performance in the execution of your duties and responsibilities.

3. NORMAL WORKING HOURS

Your normal hours of work are as follows:-

8.00 am – 5.30pm (with one (1) hour lunch time) on 5-day week.



台灣佛教慈濟基金會馬來西亞(雪隆分會)

TAIWAN BUDDHIST TZU-CHI FOUNDATION MALAYSIA

(KL & SELANGOR BRANCH) (PPM-001-10-12022004)

KL Tzu-Chi Jing Si Hall No.359, Jalan Kepong, 52000 Kuala Lumpur.

Tel: 03-6256 3800 Fax: 03-6256 3801

E-mail: info@tzuchi.my Website: www.tzuchi.my

You shall abide and be bound by all rules and regulations, practices, guidelines, provisions, policies and code of conduct of the Foundation, expressed or implied and by the relevant authorities deemed applicable and which are in force from time to time.

You shall also, at all times be bound by the rules & regulations issued by the relevant governing bodies which are in force from time to time. You shall, at all times, apply your best efforts in discharging your responsibilities with care, skill and due diligence.

For and on behalf of

Taiwan Buddhist Tzu-Chi Foundation Malaysia

Gan Bee Ching

Head of Human Resources

I hereby agree and accept the above-mentioned.

Signature : 

Name : TAY KEE LYNN

I/C No : 880219-565400

Date : 27/9/18