



APPOINTMENT LETTER

“_____” hereby appoints Manpower First as their manpower consultant and will use their services to recruit workers from India.

Our requirements are as follows :

S.No.	Particulars	Details
i	Company Name	
ii	Nature of business / type of work	
iii	Positions required	
Iv	Quantity of workers	
v	Salary offered	
vi	Duty hours (holidays if any)	
vii	Overtime (yes/no)	
viii	Contract period	
ix	Company location	
x	Accommodation	
xi	Food	
xii	Visa	
xiii	Air ticket to company location	
xiv	Additional details (if any)	