

## CURRICULAM VITAE

### **JOHN KIRITU MWANGI**

Egerton University,  
Tatton Agriculture Park (TAP),  
P. O. Box 536,  
20115, Egerton,  
Kenya

☎: +254 721 594 041 / +974 33259537

✉: johnkiritu310@gmail.com



### SUMMARY

John Kiritu Mwangi is currently a casual labourer in Tatton Agriculture Park, Egerton University. He is responsible for tractor operations which include but not limited to maintenance of both the tractor and tractor implements, ploughing, harrowing, planting, spaying, forage harvesting, silage making and harvesting of different types of crops. He holds suitability and occupational tests grade 111 and fourth form certificate. He has vast work experience with tractor and tractor mounting implements spanning to over 20 years.

### EDUCATION

- ✎ High School Education (KCSE) Kenya Certificate of Secondary Education  
Kilimo High School, Nakuru County,  
Kenya.  
Year of Completion Nov, 1996
  
- ✎ Primary School Education (KCPE) Kenya Certificate of Primary Education  
Year of Completion November 1992.

### WORK EXPERIENCE

- ❖ 2001 - 2006 : **Njoro Canning Factory:**  
Worked as a van driver to ferry goods to and from the factory.
  
- ❖ 2007 - 2010 : **Private Operations:**  
Worked privately as tractor operators using family tractor. The main activities included, ploughing, harrowing, planting, weeding, spraying chemicals and harvesting using combine harvester. I also did hay bailing and silage making
  
- ❖ 2010 - 2012 : **Flowamwa Agency, Mombasa:**  
Worked as a truck and van driver to ferry goods for the company
  
- ❖ 2017 - 2021 : **Tatton Agriculture Park, Egerton University:**  
Works as Tractor operator on casual laborer basis at Tatton Agriculture Park (TAP), Egerton University.  
The main duties include ploughing, harrowing,

planting, weeding, spraying chemicals and harvesting using combine harvester. I also do hay cutting, racking and bailing, silage making, mowing, minor servicing of tractor and tractor implements among other duties related to tractor operations

❖ 2021 – Present : **Mowasalat Karwa:**  
Working as a Bus Driver

### **OTHER SKILLS AQUIRED**

- 2020 Government of Kenya, Ministry of Transport and Infrastructure:
  - Occupational Test for Driver, Plant = Operator and Motor Cycle Rider Driver Grade II – Passed
- 2019 Government of Kenya, Ministry of Transport and Infrastructure:
  - Occupational Test for Driver, Plant Operator and Motor Cycle Rider Driver Grade III — Passed
- 2017 Government of Kenya, Ministry of Transport and Infrastructure:
  - Suitability Test for Driver, Plant Operator and Motor Cycle Rider Competent Operator
- 2014 Egerton University and. Green Agro Limited
  - Certificate in Seeding Technology course  
Trained on Tractor and tractor implements Safety Precautions, Maintenance, Calibrations and Field Operations (Planting)

### **LANGUAGES**

1. English Written and spoken (Fluent).
2. Kiswahili Written and spoken (Fluent).

### **PERSONAL DATA**

Place of Birth : Nakuru, County  
Date of Birth : 28th April 1978  
Nationality : Kenyan.  
Marital Status : Married  
Home Address : Tatton Agriculture Park, Egerton University,  
P. O. Box 536- 20115 Egerton.

### **QATAR DRIVING LIVENSE DETAILS**

License No : 27840401547  
First Issue : 19/10/2021  
Validity : 18/10/2026  
Authorized : Bus

## **PASSPORT & QID DETAILS**

Passport No : AK0665242  
Expiry Date : 09/01/2030  
QID No : 27840401547  
Expiry Date : 10/08/2023

## **HOBBIES**

- Sports (Football and athletics)
- Adventure tours
- Watching movies

## **REFEREES**

1. Dr. Tobias .O. ()keno      Technical Manager,  
Tatton Agriculture Park (TAP), Egerton University,  
P.O. Box 536, 20115, Egerton.  
Phone: +254 714 004 709  
tobias\_okeno@egerton .ac.ke  
[otieno24@gmail.com](mailto:otieno24@gmail.com)
  
2. Mr. Paul Kamau      Private Company  
Phone: +254 724 076 495





State of Qatar  
Ministry of Interior  
Traffic Department

دولة قطر  
وزارة الداخلية  
إدارة المرور



DRIVING LICENSE

رخصة سواق

27840401547 الرقم الشخصي

الإسم جون كيريتو موانجي



NAME JOHN KIRITU MWANGI

NAT. KENYA

الجنسية كينيا

DATE OF BIRTH 1978-03-28

تاريخ الميلاد

BLOOD GR.

فصيلة الدم

FIRST ISSUE 2021-10-19

ت. اول اصدار

VALIDITY 2026-10-18

ت. الانتهاء

This license must be produced on demand to any police officer in uniform or on production of warrant card by police officer not in uniform  
يجب إبراز هذه الرخصة لمن يطلبها من رجال الشرطة سواء كان بالزي الرسمي أو عند إبراز هويته في حالة كونه بالملايس المدنية

Authorized Vehicles	المركبات المصرح بقيادتها	ملاحظات
EXCAVATOR حفار	MOTOR CYCLE دراجة نارية	نظارة طبية Glasses
CRANE كرين	CAR سيارة خفيفة	عسات Lenses
LOADER شبول	BUS حافلة	اوتوماتيك Automatic
FORKLIFT رافعة شوكة	MED. TRUCK شاحنة متوسطة	احتياجات خاصة Handicaps
OTHER اخرى	TRAILER قاطرة ومقطورة	اعاقة سمعية Hearing Disability
		التبرع بالأعضاء Organ Donation

Licensing Authority ساطة الترخيص

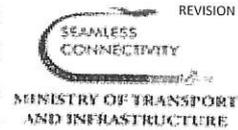


\* 2 7 8 4 0 4 0 1 5 4 7 \*



# Certificate

No 013461



Republic of Kenya

## MINISTRY OF TRANSPORT & INFRASTRUCTURE

### MECHANICAL AND TRANSPORT DIVISION

### Occupation Test for Driver /Plant Operator /Motor Cycle Rider

**(Personnel Service**

Training Circular No: DPM2/VOL. V.(79) OF 11/11/2007  
M/NKU/20/VOL. XIV/353

*This is to Certify that:*

...MR. JOHN KIRITU MWANGI.....

Driving License No. B 099903 ..... C of C ..... 014746.(ICL-106).....

Classes B C D E & I (ART M/V) ..... Issued on ..... 5/5/1999.....

Experience: 21 YEARS ..... has PASSED/~~FAILED~~

The Grade 11.(TWO) ..... Driver/~~Plant Operator/~~

~~Motorcycle Rider~~ / Occupation test.

on 19/3/2020 ..... at NAKURU MECHANICAL YARD.....

Percentage marks obtained: 85 %

Examiners

Designation

Signature

P. OLIMBA

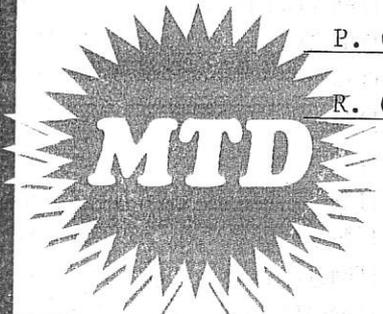
C/H MECH

R. ORANGI

INSP. MECH

.....J.K. KAMAU.....  
For: Chief Mechanical and Transport Engineer

MTD

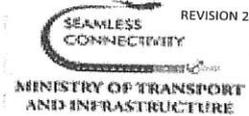




Republic of Kenya

# Certificate

N<sup>o</sup> 021507



## MINISTRY OF TRANSPORT & INFRASTRUCTURE

### MECHANICAL AND TRANSPORT DIVISION

### Suitability Test for Driver /Plant Operator /Motor Cycle Rider

(Personnel Service  
Training Circular No: DPM2 VOL.V (79) OF 11/11/2007  
M/NKU/20/VOL.XII/112)

*This is to Certify that:*

..... JOHN KIRITU MWANGI .....

Driving License No: B099903 ..... C of C 014746 (ICL-106) .....

Classes B C D E & ARTC. M/V ..... Issued on 5/5/1999 .....

Experience 18 YEARS ..... has PASSED/FAILED .....

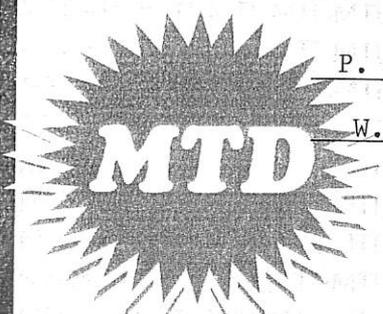
The Grade III (THREE) ..... Driver/Plant Operator/  
Motorcycle Rider/ Suitability test.

on 14-11-2017 ..... at NAKURU MECH. YARD .....

Percentage marks obtained 79% .....

Observations: HE IS COMPETENT OPERATOR .....

Examiners	Designation	Signature
P. OLIMBA	CH/MECH.	
W. CHEPTOYON	DRIVER	



..... JOHN K. KAMAU .....

For: Chief Mechanical and Transport Engineer

MTD



# Certificate

Nº 011323



REVISION 2

MINISTRY OF TRANSPORT AND INFRASTRUCTURE

Republic of Kenya

## MINISTRY OF TRANSPORT & INFRASTRUCTURE

### MECHANICAL AND TRANSPORT DIVISION

### Occupation Test for Driver /Plant Operator /Motor Cycle Rider

**(Personnel Service**

Training Circular No: DPM2/VOL.V (79) OF 11/11/2007

M/NKU/20/VOL.XII/116

*This is to Certify that:*

JOHN KIRITU MWANGI

Driving License No. B099903 C of C 014746 (ICL-106)

Classes B, C, D, E & I, ARTC, M/V Issued on 5/5/1999

Experience: 20 YEARS has PASSED/FAILED

The Grade III (THREE) Driver/Plant Operator/

Motorcycle Rider Occupation test.

on 15/07/2019 at NAKURU MECH. YARD

Percentage marks obtained: 82%

Examiners

Designation

Signature

P. OLIMBA

C/H/MECH.

R. ORANGI

INSP. MECH.

JOHN K. KAMAU

For: Chief Mechanical and Transport Engineer

MTD

# The Kenya National Examinations Council



This is to certify that the candidate named below sat for the Kenya Certificate of Secondary Education examination in the subjects named below and qualified for the award of a

## Kenya Certificate of Secondary Education

THE CANDIDATE REACHED THE GRADE SHOWN IN THE SUBJECTS NAMED

MWANGI JOHN KIRITU

\*M\*

511606/029

KILIMO HIGH SCHOOL

	GRADE
101 ENGLISH	C (PLAIN)
102 KISWAHILI	D+(PLUS)
121 MATHEMATICS	D+(PLUS)
231 BIOLOGY	D+(PLUS)
233 CHEMISTRY	D (PLAIN)
311 HISTORY AND GOVERNMENT	C (PLAIN)
316 SOCIAL EDUCATION AND ETHICS	C (PLAIN)
443 AGRICULTURE	C (PLAIN)

SUBJECTS NAMED EIGHT

MEAN GRADE C-(MINUS)

EXAMINATION OF NOVEMBER/DECEMBER 1996

Secretary

Kenya National Examinations Council



Chairman

Kenya National Examinations Council

This is a secure document using special paper.  
Please hold it up to the light to verify that the word  
MITIHANI can be seen through the paper.

KCSE 1073433

Not valid without a hologram

(See overleaf)



**EGERTON UNIVERSITY  
AND  
GREEN AGRO LIMITED**



THE FIRST DIRECT SEEDING  
TECHNOLOGY COURSE

CERTIFICATE OF TRAINING

*THIS IS TO CERTIFY THAT*

***JOHN KIRITU MWANGI***

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Has completed a course on Safety Precautions, Maintenance, Calibration and Field Operation (Planting) Held on 24<sup>th</sup> to 31<sup>st</sup> May 2014 at EGERTON UNIVERSITY (main campus) conducted by GREEN AGRO LIMITED.

  
Prof. Kahi A. K. D.Sc.  
Dean Faculty of Agriculture

  
Dr. Charles Sotz PhD.  
Director Green Agro Limited

# CANNING

Njoro canning Factory (k) Ltd.  
P.O. Box 7076,- 20110,  
Nakuru - Kenya  
FACTORY:- Tel: +254-51-2217751-3  
Fax: +254-51- 2217754  
Mobile: +254- 733-624454, +254-724-253050  
E-mail: info@njorocanning.co.ke  
Web. www.njorocanning.com

Our Ref: NCF/jk/306

## TO WHOM IT MAY CONCERN

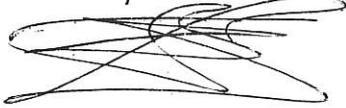
### JOHN KIRITU

The above named worked with us as a van driver between January 2001 and October 2006.

He was charged with ferrying of materials to and from the factory.

During his stint with us he was thorough, attentive to detail, results oriented and a team player.

Any assistance accorded to him will be greatly appreciated.



E.Njuguna,

Operations Manager.

# FLOWAMWA AGENCIES

P.O BOX 48854 NAIROBI CELL: 0701 362 302

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JOHN KIRITU MWANGI  
P.O BOX 211  
EGERTON  
ID NO. 21349535

## TO WHOM IT MAY CONCERN

### RE: RECOMMENDATION

We, Flowamwa Agencies do certify that the above named person was our employee as a driver from the year 2010 to 2012.

By performing duties and responsibilities assigned to him diligently and efficiently; he was an outstanding employee with great qualities of a driver.

We would therefore not hesitate to recommend him for any assistance that might be accorded to him and wish him success in future endeavours.

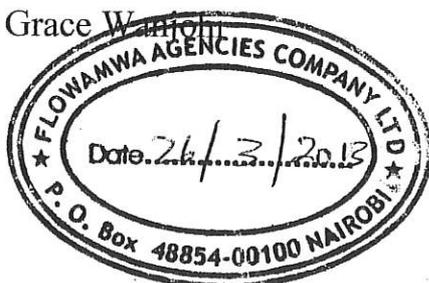
Thank you.

Yours Sincerely,



For: MANAGER FLOWAMWA AGENCIES

Grace Wanjohi



# EGERTON

P.O. Box 536 - 20115  
Egerton, Njoro, Kenya



# UNIVERSITY

Tel: +254 51 221 7954  
Ext: 3460, 3461  
Email: tatton@egerton.ac.ke

## OFFICE OF THE MANAGER (TATTON AGRICULTURE PARK - TAP)

REF: S/ Mr. JOHN K. MWANGI

24<sup>th</sup> June 2021

TO WHOM IT MAY CONCERN

Dear Madam/Sir,

**RE: RECOMMENDATION FOR MR. JOHN K. MWANGI**

This is to confirm that, Mr. John K. Mwangi has been known to me since January 2017 when I joined Tatton Agriculture Park (TAP), Egerton University as the Ag. Technical Manager. The mandate of TAP is support Agricultural Training, Research, Innovations and Business under the Faculty of Agriculture. This implies TAP is a dynamic section in Faculty of Agriculture, Egerton University. John has been the tractor and machines operator in TAP and by extension the University. Having worked with him to date, I have the following observations to make;

First, John is a very knowledgeable, keen, active, responsible and disciplined person who is always willing to learn and receptive to new ideas. His work ethics are beyond reproach. He is a team player and good organizer who does his work not only with dedication, but also with passion.

Secondly, John is not only a dedicated and focused tractor and machine operator, but always goes beyond his line of duties to fix the tractor and farm implements when they break down. This implies he has mechanical skills which is paramount for someone operating machines. Such skills are important in an organization that operator movable machines. He is always punctual at his work station, observant, works with minimal supervision and consults only when he is not sure, in the cause of his duties. This implies that, John is a self-driven, motivated and reliable human resource. He is a person who does not shy away from offering solution oriented opinions to challenges in work environments. John is a person who does not hesitate to work beyond normal working hours or days when nature of work calls.

Based on these observations, John is someone I cannot hesitate to recommend to a serious organization that needs a tractor and machine operator. Giving him a chance will not only, enable him expand his knowledge, skills and competencies, but will also

benefit your organization from the vast experience he has in tractor and machine operations.

Please feel free to contact me in case of any further information you may require.

Yours faithfully,



**Dr. rer agr. T. O. Okeno**

Lecturer, Animal Breeding and Genomics.

Ag. Technical Manager - TAP.

+254 714 004 709

otieno24@gmail.com

tobias.okeno@egerton.ac.ke

20 March 2022

**Name & Employee Number:** John Kiritu Mwangi - 2022068  
**Position Title:** Driver  
**Department:** Operations

**ADDENDUM TO OFFER LETTER**

Mowasalat (Karwa) is seeking to update the original Offer Letter you previously signed and accepted to contain additional detailed clarifications as they relate to the terms and conditions of your employment as indicated in the table below.

<b>Employment Terms and Conditions Details</b>	
<b>Job Function / Role</b>	To receive passengers from and take to the area requested by the client and as assigned by the respective Operations Department (MT, LTS or KDS). The assigned area of work may be changed at any time as per operational requirements.
<b>Training</b>	Mowasalat offers a training program which you will be enrolled in upon joining and during which you will be paid as a Trainee. The purpose of the training is to familiarize you to Mowasalat and the established driving laws and regulations for the State of Qatar. This training will also enable you to deliver excellent services to our clients in a safe and efficient manner, in accordance with established standards. Additional training is provided from time to time as a refresher. Examples of training courses offered are Defensive Driving, Driving Laws & Regulations, & Customer Service, etc.
<b>Uniform</b>	A total of 6 shirts, 3 trousers, 1 belt, 1 shoes, 1 winter jacket, tie and blazer if required, are provided on joining and on an annual basis by Mowasalat.
<b>Transporation</b>	Provided by Mowasalat.
<b>Medical Coverage</b>	Provided by Mowasalat Medical Centre, an attested Health Centre under Hamad Medical Corporation.
<b>Sick Leave</b>	A worker who spent 3 continuous months of employment shall have the right to a paid sick leave, provided that his sickness is certified by a licensed physician approved by the employer, within the following limits: 10 working days of sick leave paid at full, 20 working days of sick leave at half pay, and 30 working days of unpaid sick leave per calendar year.
<b>Termination</b>	You may terminate your employment with the organization by providing a minimum of one month written notice and as agreed with your respective department. The organization may, in its absolute discretion and for any reason, terminate your employment by providing you with the minimum notice as required by law or as we may agree. The organization is not required to provide notice if it terminates your employment for just cause as stated in the Laws of the State of Qatar.
<b>Code of Business Conduct &amp; Other Policies</b>	In addition to the provisions of this agreement, you will comply with the organization's Code of Business Conduct and all policies of general applicability to employees. The organization may amend or revoke the provisions of the Code and these other policies at any time.

<b>Company Documents</b>	This offer of employment is conditional upon the successful completion of the following: <ul style="list-style-type: none"><li>- Acknowledging and signing the documentation for completing the hiring procedures, such as the New Hire Checklist for ethical hiring standards and procedures practiced by Mowasalat.</li><li>- Completion and Attestation of Home Country Fitness Test.</li><li>- The process required to obtain and maintain valid authorization to work in Qatar (Police Clearance, Clearance of Criminal Investigation Department (CID), Medical Commission, &amp; Police Eye &amp; Road Test for Licensing, etc.).</li><li>- Mowasalat's Medical Centre Fitness Test.</li></ul>
<b>General</b>	Please note that all matters not referred to in the aforementioned contract of employment will be governed by the State of Qatar Labour Law, No. 14, for the year 2004.

All other Terms and Conditions not stated here within, remain unchanged as per the original signed Offer Letter.

Sincerely,

Asiya Sayed I Rameshi  
A/HR Director, Mowasalat

I, John Kiritu Mwangi, the undersigned, accept the Addendum to Offer Letter as per the stated clarifications on Employment Terms and Conditions.

Signature: 

Date: 08/04/2022

2022068

2022068

التاريخ  
09 / 01 / 2022عقد العمل الإلكتروني المصدق رقمياً  
Digitally Attested Electronic Labor Contract

120210914281

It is on this day Monday corresponding to: 25/10/2021  
Place of the contract: QATAR**First Party:**in his capacity as the Employer شركة المواصلات  
whose address is: region (0) ... street 351 , building No. 0**Second Party (The Employee):**

Name of the Employee: JOHN KIRITU MWANGI

Educational qualifications: No Degree

Nationality: KENYA

Personal ID No/ the Visa: 27840401547

Place of residence: 56 region, 1100 street, building No: 507

**Both parties hereby have agreed to as follows:**

Second Party shall work for the First Party in his profession as DRIVER

with a basic salary of 1370 "One Thousand Three Hundred Seventy Qatari Riyals only."

Food allowance "///"

Transportation allowance "///"

Accommodation allowance // "Housing has been provided"

Others: 910 "Nine Hundred Ten Qatari Riyals only."

Total monthly payment: 2280 "Two Thousand Two Hundred Eighty Qatari Riyals only."

Date of start working: 10/08/2021

**Contract term: Unlimited Duration**

Probationary period: (6) month, starting from the date of proceeding work by the Second Party

**Travel expenses:**

The First Party shall bear the travel expenses of the Second Party from KENYA to the place of work in the state of Qatar as well as its return to the same. The First Party shall also incur the costs of travel back and forth of the second party during the leave period. (Every two years).

**Accommodation and Daily living:**

The First Party shall provide a suitable accommodation free of charge for the employee, equipped with beds, and proper bathrooms as per the ministerial decisions, or give the employee an accommodation allowance.

**Transportation:**

The First Party shall provide a suitable means of transportation from the residence to place of work and to return the employee to the residence, or give the same a transportation allowance.

**Leaves:**

Employee shall have an official leave yearly (three days on the occasion of Eid Al-Fitr , three days on the occasion of Eid Al-Adha "Festival of Sacrifice", one day on the National Day Celebration, and one day on the Sport Day). He shall also get a three - day leave determined by the Employer, in addition to an annual leave of no less than three (3) weeks. Leave shall be for four (4) weeks if the employee service period was five years and more according to articles (72, 78, 79).

**Severance Pay: subject to the provisions of the Qatari Labor Law.****Medical Care:**

The First Party shall provide the necessary medical treatment to the Second Party by the virtue of the applicable rules and regulations in Qatar.

**Recruiting fees**

The Second Party shall not bear the costs of recruiting fees.

**The Qatari Labor Law No. (14) of the year 2004 and its enforcing decisions shall be deemed the legal basis of this contract provisions.**

الطرف الثاني - العامل

2021/10/25 أنه في يوم الاثنين الموافق

محل التعاقد قطر

**الطرف الأول:**

شركة المواصلات بصفتها صاحب العمل .

وعنوانه: (المنطقة: 56 الشارع: 351 المبنى: 0)

**و الطرف الثاني العامل:**

اسم العامل: جون كيريتو موانجي

المؤهل العلمي: بدون مؤهل

الجنسية: كينيا

الرقم الشخصي أو التأشيرة: 27840401547

محل الإقامة: (المنطقة: 56 الشارع: 1100 المبنى: 507)

**اتفق الطرفان على ما يلي:**

ان يعمل الطرف الثاني لدى الطرف الأول بمهنة: سائق

ويأجر أساسي قدره ( 1370 "فقط ألف و ثلاثمائة و سبعون ريالاً قطرياً لا غير.")

بدل معيشة: "///"

بدل التنقل: "///"

بدل سكن: // "تم توفير سكن"

اخرى: 910 "فقط تسعمائة و عشرة ريالاً قطرياً لا غير."

اجمالي الأجر الشهري: ( 2280 "فقط ألفان و مئتان و ثمانون ريالاً قطرياً لا غير.")

تاريخ مباشرة العمل: 2021/08/10

**مدة العقد: غير محدد المدة**

فترة الاختبار (6) اشهر تبدأ من تاريخ مباشرة الطرف الثاني للعمل .

**نفقات السفر:**

يتحمل الطرف الأول نفقات سفر الطرف الثاني من (كينيا) الى مكان العمل بدولة قطر وكذا نفقات عودته اليها، كما يتحمل الطرف الأول نفقات سفر الطرف الثاني ذهاباً واياباً اثناء فترة الاجازة (كل سنتين).

**السكن والمعيشة اليومية:**

يوفر الطرف الأول سكن مناسب للعامل مجاناً مزود بالأسرة و دورات المياه المناسبة وفقاً للقرارات الوزارية او منحه بدل سكن .

**التنقل:**

يوفر الطرف الأول للطرف الثاني وسيلة التنقل المناسبة من السكن الى مكان العمل وارجاعه للسكن او منحه بدل التنقل .

**الاجازات:**

يحصل العامل على اجازة رسمية كل سنة (ثلاثة أيام بمناسبة عيد الفطر ، ثلاثة أيام بمناسبة عيد الأضحى ، يوم واحد بمناسبة اليوم الوطني ، يوم واحد بمناسبة اليوم الرياضي) ، كما يحصل على اجازة لمدة ثلاثة أيام يحدد مواعيدها صاحب العمل ، بالإضافة لاجازة سنوية لا تقل عن ثلاثة أسابيع ، وتكون الاجازة أربعة أسابيع إذا كانت خدمة العامل خمسة سنوات فأكثر ، وفقاً للمواد (72 ، 78 ، 79) .

**مكافئه نهاية الخدمة: وفقاً لإحكام قانون العمل القطري .****الرعاية الطبية:**

يوفر الطرف الأول للطرف الثاني العلاج الطبي اللازم طبقاً للأنظمة واللوائح المعمول بها بدوله قطر .

**تكاليف الاستقدام**

لا يتحمل الطرف الثاني رسوم تكاليف الإستقدام .

يعتبر قانون العمل القطري رقم (14) لسنة 2004 والقرارات المنفذة له الاساس القانوني لنصوص هذا العقد .

الطرف الأول - صاحب العمل





Name: JOHN KIRITU MWANGI

الاسم:

Passport or QID Number: AK0665242

رقم الجواز او البطاقة الشخصية:

Nationality: Kenyan

الجنسية: كيني

Source Details:

تفاصيل المصدر:

**Job Offer: Heavy Bus Driver:**

**عرض عمل : سائق باص ثقيل:**

Please take note that this offer is subject to your passing Governmental Formalities which include but not limited to; Police Eye and Road Test for Licensing, Clearance from Criminal Investigation Department, Approval from Pension Authority (For Qatari Candidates), Medical Commission, Attestation of Fitness, In House Fitness Test to satisfactory completion of sponsorship process if applicable.

يرجى العلم بأن هذا العرض يعتمد على اجتياز الإجراءات الحكومية الخاصة بك والتي تشمل على سبيل المثال لا الحصر: فحص العين واختبار الطريق للحصول لدى المرور للحصول على رخصة القيادة، حسن سيرة وسلوك من إدارة البحث الجنائي، موافقة هيئة التقاعد (للمرشحين القطريين)، القومسيون الطبي، اختبار اللياقة البدنية لدى الشركة لإتمام عملية الكفالة لمن استكفوا الشروط اللازمة.

Your commencement date will be the date you join the company. You will receive a Salary Advance of QAR 400/- (deductible from 2<sup>nd</sup> & 3<sup>rd</sup> Month after joining date). In the interim (up to 12 weeks) you will undergo the government formalities stated above, during which you will be required to attend an In-House Training Course conducted by our Training Department. The purpose of the training course is to welcome you to Mowasalat and to ensure that you will be able to deliver the utmost service to our customers.

سيكون تاريخ مباشرة العمل هو تاريخ إنضمامك إلى الشركة. سيتم منحك مبلغ (400) ريال قطري كمقدم من الراتب، (يتم خصمها من الشهر الثاني والثالث بعد تاريخ الانضمام). في غضون ذلك (حتى 12 أسبوعاً)، ستخضع للإجراءات الحكومية المذكورة أعلاه، والتي سيطلب منك خلالها حضور دورة تدريبية داخلية تجريبها إدارة التدريب لدينا. الغرض من الدورة التدريبية هو الترحيب بك في شركة مواصلات، وتمكينك من تقديم أفضل الخدمات لعملائنا.

During the course of your training (up to twelve (12) weeks), you will be entitled to a temporary Basic Salary of QAR 1,000/- per month and Food Allowance of QAR 300/- per month. Upon completion and transfer to operations, you will be eligible for the following monthly pay:

خلال فترة التدريب (حتى اثني عشر (12) أسبوعاً)، يحق لك الحصول على راتب أساسي مؤقت قدره 1,000/- ريال قطري في الشهر وبدل طعام بقيمة 300/- ريال قطري شهرياً. عند الانتهاء والتحويل إلى العمليات، ستكون مؤهلاً للحصول على الراتب الشهري التالي:

Basic Salary: QAR 1370/-

Fixed Overtime: QAR 430/-

Intensive: QAR 180/-

Food Allowance: QAR 300/-

Housing Allowance: Company Accommodation

راتب أساسي: 1,370/- ريال قطري

عمل إضافي ثابت: 430/- ريال قطري

حوافز: 180/- ريال قطري

بدل الطعام: 300/- ريال قطري

بدل السكن: سكن الشركة

Your working hours will be as follows:

8 Hours+2 Hours (Fixed Overtime) + 1 Hour break.

6 Days a week.

I understand that my Fixed Overtime will reflect as "other allowances" in my contract.

ستكون ساعات عملك على النحو التالي:  
8 ساعات + 2 ساعتين (عمل إضافي ثابت) + 1 ساعة استراحة، 6 ستة أيام في الأسبوع.  
أدرك أن العمل الإضافي الثابت الخاص بي سيدرج تحت بند "العلاوات الأخرى" في عقدي.

To indicate your acceptance of this offer, please sign and indicate the date.

في حالة موافقتك على هذا العرض، يرجى التوقيع على النسختين وكتابة التاريخ.

Name: JOHN KIRITU MWANGI

الاسم:

Date: 19/07/2021

التاريخ:

Signature: 

التوقيع:



**Summary of key terms and Conditions**

**The below mentioned benefit is applicable for All candidates:**

**Type of Contract:** Indefinite Term.

**Accommodation:**

Accommodation is provided by Mowasalat from the date of Joining.

**Annual Leave:**

Once you have completed one continuous year of service, you are entitled to **18** working days each year (excluding official holidays declared by the State of Qatar) as paid leave.

**Probation Period:** Six (6) Months.

**Life Insurance:** will be provided by the company.

**The below mentioned benefit is applicable for Expatriate candidates and GCC only.**

**Airfare:**

Under the company's sponsorship or GCC candidates and as per grade level are eligible to a return ticket to their home country after completion of two years of continuous service. This eligibility is availed with the Annual Leave.

**The below mentioned benefit is applicable for Expatriate candidates only (Not Qatari or GCC).**

**End of Service:**

As per Qatar Labour Law (No.14 for the year 2004 for the State of Qatar)

Please note that all matters not referred to in the aforementioned contract of employment will be governed by the Labour Law No. 14 for the year 2004.

If you have any queries relating to the above, please do not hesitate to contact our HR Recruitment Department from Sunday to Thursday on extension number 44588601 between the hours of 7.00 a.m. and 3.00 p.m.

**Recruitment Manager**

I accept the offer of employment on the terms stated above:

Name: **JOHN KIRITU MWANGI**

Date: **19/07/2021**

Signature: **[Signature]**



**ملخص الشروط والأحكام الرئيسية  
تنطبق المميزات المذكورة أدناه على جميع المرشحين:**

**نوع العقد:** غير محدد.

**السكن:**

يتم توفير السكن من قبل شركة مواصلات من تاريخ الانضمام.

**الإجازة السنوية:**

بمجرد إتمامك لسنة واحدة متواصلة من الخدمة، يحق لك الحصول على 18 يوم عمل كل عام (باستثناء أيام العطل الرسمية المعلنة من قبل دولة قطر) كإجازة مدفوعة الأجر.

**فترة الاختبار:** ستة (6) أشهر.

**التأمين على الحياة:** سيتم توفيره من قبل الشركة.

**تنطبق المميزات المذكورة أدناه على المرشحين الوافدين والخليجيين فقط.**

**تذاكر سفر:**

لمن هم على كفالة الشركة أو المرشحين من دول مجلس التعاون الخليجي ووفقاً للدرجة الوظيفية، مؤهلون للحصول على تذكرة عودة إلى وطنهم بعد إكمال عامين من الخدمة المستمرة. يتم الاستفادة من هذا الأهلية مع الإجازة السنوية.

**تنطبق المميزات المذكورة أدناه على المرشحين الوافدين (غير القطريين وغير الخليجيين) فقط.**

**مكافأة نهاية الخدمة:**

حسب قانون العمل القطري (رقم 14 لسنة 2004 لدولة قطر)

يرجى ملاحظة أن جميع الأمور التي لم تتم الإشارة إليها في عقد العمل المذكور أعلاه ستخضع لقانون العمل رقم 14 لعام 2004.

إذا كانت لديك أي استفسارات تتعلق بما ورد أعلاه ، فيرجى عدم التردد في الاتصال بقسم توظيف الموارد البشرية لدينا من الأحد إلى الخميس على الرقم الداخلي 44588601 بين الساعة 7.00 صباحاً و 3.00 مساءً.

**مدير التوظيف**

أوافق على عرض التوظيف بالشروط المذكورة أعلاه:

**الاسم:**

**التاريخ:**

**التوقيع:**