**Job Contract**

**Dear**: ------------------------------------------- , holder of -------------- Passport Number: ------------------ we are Pleased to offer you the position of --------------------------------- in the Faculty of -----------------------.  
Our offer is itemized below:

1. Position, salary and allowances

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Other Allowance** | **Furniture Allowance** | **Annual Housing Allowance** | **Transportation Allowance** | **Basic Salary** | **Position** |
| -------%Exceptional | ------------ SR | ------------- SR | ------------- SR | ------- SR | ------------------------- |

1. Duration of Contract: Renewable one academic year contract
2. Annual Leave (Prepaid) 60 days for full Hijri (lunar) year and proportionately forshorter periods.
3. The University will annually issue you and three accompanying family members Economy class return air tickets from Jazan to the nearest International airport to your residence.
4. 400 SR per year will be paid on teaching experience after last degree up to maximum five years.
5. The Contractee with family can take the benefit from Public Health services
6. The University will bear the actual educational cost of children of teaching staff under some conditions.
7. This offer is contingent on your producing:
8. Original Degrees with attestation.
9. Experience certificates with attestation and they should contain the following:
   1. Reference Numbers.
   2. Employer Contacts Numbers.
   3. Duration of employment in years/months/days format.
   4. Job title (full time only)

Sincerely yours

**Second Party** **First Party**

**Dr. Omer Yahya Bakather Director General   
 Financial and Administrative Affairs**

**Phone No :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Cell Phone No :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dr. Hussein Bin Hamad Dighreeri**

**Email :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**