



# EMPLOYMENT CONTRACT

## FOR LIMITED PERIOD EMPLOYMENT



## Employment Contract Details

<b>Execution Date</b>	05/05/2025
<b>Company</b>	Marquistech LLC
<b>Company License Number</b>	1803547.01
<b>Company Registered Address</b>	Shams Business Center, Sharjah Media City Free Zone, Al Messaned, Sharjah, UAE.
<b>Employee</b>	Nitin Ulhas Katke
<b>Employee Nationality</b>	India
<b>Employee Passport Number</b>	R8636157
<b>Employment Position</b>	Technical Engineer
<b>Basic Job Description</b>	Technical Engineer
<b>Start Date</b>	05/05/2025
<b>Expiry Date</b>	04/05/2026
<b>Employment Duration</b>	1 Year
<b>Probation Period</b>	6 months from the start date
<b>Notice Period</b>	1 month
<b>Working Hours</b>	8 hours per working day
<b>Leave Days</b>	30 calendar days per annum

## Salary Details

<b>Basic Salary</b>	AED 4900
<b>Accommodation Allowance</b>	AED 3000
<b>Transport Allowance</b>	AED 0
<b>Meal Allowance</b>	AED 0
<b>Other Allowance</b>	AED 8100
<b>Other Benefits</b>	AED 0
<b>Total Remuneration</b>	AED 16000



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Sharjah Media City

**THIS EMPLOYMENT CONTRACT** is made and entered into on the **Execution Date** (“**Employment Contract**”).

**BY AND BETWEEN**

(A) The **Company**, a company incorporated in Sharjah Media City Free Zone under the **Company License Number** to operate in the Sharjah Media Free Zone whose registered office is located at the **Company Registered Address**;

**AND**

(B) The **Employee**, of **Employee Nationality** and holder of passport issued with the **Employee Passport Number**.

The **Company** and the **Employee** are collectively referred to as the “**Parties**” and individually as a “**Party**”.

**AGREED TERMS**

**1. DEFINITIONS**

1.1 The definitions and rules of interpretation in both this clause 1 and the **Employment Contract Details** and **Salary Details** apply in this **Employment Contract**.

“AED” means United Arab Emirates Dirhams;

“Authority” means the authority of Sharjah Media City established in the Emirate of Sharjah pursuant to Emiri Decree No. 11 of 2017 establishing the Sharjah Media City Free Zone Authority (**Shams**);

“City” means Sharjah Media Free Zone;

“Competent Authority” means any **UAE** or Emirate of Sharjah governmental, judicial or regulatory authority;

“Regulations” means the Sharjah Media Free Zone Authority Employment Regulations 2017, the Sharjah Media City Free Zone Authority Companies and Licensing Regulations and all Regulatory Instruments promulgated by the **Authority** (which may be amended from time to time in force);

“Regulatory Instrument” means any law, regulation, rule, code, decree, decision, direction, notice, policies, procedures or by-laws issued by a **Competent Authority**;

“UAE” means the United Arab Emirates;

“UAE Labour Law” means Federal Law No. 33 of 2021, as amended, extended, or re-enacted from time to time and any ministerial orders, decrees, resolutions, directions or regulations issued by the Ministry of Human Resources and Emiritization;

“Working Day” means any calendar day except for a Saturday, Sunday or any public holiday observed by the Authority in the **UAE**.

**2. TERM OF APPOINTMENT**

2.1 The **Employee** shall work for the **Company** in the **Employment Position** in the **City** for the **Employment Duration**.

2.2 The **Employee** shall carry out duties and perform functions customarily performed by an employee of a similar designation, which include, but not limited to the **Basic Job Description**.

2.3 The continuation of the **Employee's** employment shall be subject to the successful completion of the **Probation Period**.

2.4 The **Employee** shall not, during the period of their employment, work outside the **City** or for another **Company** whether in the **City** or otherwise, except with prior written approval from the **Company** and any concerned authority having jurisdiction over such matters in the place where the **Employee** intends to work, including (but not limited to) the **Authority**.

2.5 The **Parties** agree that any amendment to the terms of this **Employment Contract** must be mutually agreed upon in writing by the **Parties**.

2.6 The **Company** undertakes to notify the **Authority** of any change to the terms of employment in relation to the **Employee's** **Employment Position**, period of employment, **Basic Salary**, allowances and **Other Benefits**.

**3. REMUNERATION**

3.1 The **Employee** shall be paid the **Basic Salary** and any other applicable allowances and benefits as set out in the **Salary Details**, or as otherwise agreed between the **Parties** in accordance with clause 2.5 (“**Total Remuneration**”). The **Total Remuneration** shall be paid every month in arrears on or before the last **Working Day** of the calendar month.



As long as the **Employee** is employed by the **Company**, the **Employee** shall be entitled to receive private medical insurance subject to the **Company's** private medical insurance scheme.

#### 4. HOURS AND LEAVE

- 4.1 On each **Working Day**, the **Employee** shall work the number of **Working Hours**, with the exception of the Holy month of Ramadan, when the **Employee's** working hours shall be reduced by two (2) hours.
- 4.2 The **Employee** shall be entitled to official public holidays announced for private sector companies in the **UAE** as observed by the **Authority**. The **Employee** shall be entitled to the **Total Remuneration** in respect of such public holidays.
- 4.3 The **Employee's** annual leave entitlement shall be the **Leave Days**. The **Leave Days** exclude official public holidays.

#### 5. RENEWAL

- 5.1 This **Employment Contract** will expire on the **Expiry Date**, unless:
- 5.1.1 both **Parties** mutually agree to continue their relationship as per the original terms of the **Employment Contract ("Implicit Renewal")**. In the event of **Implicit Renewal**, the **Employment Contract** will be extended on the same terms; or
- 5.1.2 both **Parties** explicitly agree in writing to renew the **Employment Contract** based on new terms and conditions.

#### 6. TERMINATION

- 6.1 This **Employment Contract** may be terminated as follows:
- 6.1.1 during the **Probation Period** by either **Party**, subject to a written notice served to the other **Party** fourteen(14) calendar days in advance;
- 6.1.2 immediately on the **Expiry Date**, unless the **Employment Contract** is renewed in accordance with clause 5;
- 6.1.3 by either **Party**, prior to the **Expiry Date ("Early Termination")**, provided that the terminating **Party** serves written notice upon the other **Party** for the **Notice Period**.

- 6.2 In the event of **Early Termination**, the **Parties'** respective rights and obligations shall be governed by the **UAE Labour Law** as follows:

- 6.2.1 The **Company** can terminate this **Employment Contract** with immediate effect, without notice, in accordance with UAE Labour Law.
- 6.2.2 In the event of **Early Termination** by the **Company** for reasons other than that referred to in clause 6.3, such Early Termination shall be governed in accordance with UAE Labour Law.
- 6.2.3 In the event of **Early Termination** by the **Employee** for reasons other than those referred to in clause 6.1 or any lawful reason under the **UAE Labour Law**, the **Employee** shall be subject to the remedial actions stipulated under **UAE Labour Law**.

- 6.3 Subject to the terms of this **Employment Contract** and assuming the **Employee** is entitled to such payment under the **UAE Labour Law**, at the expiration of the **Employment Contract**, the **Company** shall pay the **Employee** end of service benefits calculated in accordance with the **UAE Labour Law**.

- 6.4 At the termination of this **Employment Contract** the **Company** shall return any original certificates, diplomas or other original documents or possessions belonging to the **Employee** to him/her without unreasonable delay.

#### 7. TRAVEL TICKETS

- 7.1 In circumstances where the **Employee** is recruited by the **Company** from outside of the **UAE**, the **Company** shall bear the cost of the **Employee's** air ticket from the **Employee's** point of origin to the Emirate of Sharjah, or such other airport as mutually agreed between the **Parties** in order for the **Employee** to commence employment.
- 7.2 If the **Employee**, whether recruited from outside of the **UAE** or within the **UAE**, upon termination of this **Employment Contract** does not take up subsequent employment elsewhere in the **UAE**, the **Company** shall bear the cost of the **Employee's** travel ticket to their place of origin.



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## 8. DEATH AND BURIAL

8.1 In the event of the **Employee's** death during the period of employment with the **Company**, the **Company** shall:

8.1.1 bear the cost of transporting the **Employee's** body and personal luggage to their home country as soon as reasonably practicable following the release of the body by the relevant authorities for repatriation and burial; and

8.1.2 provide the **Employee's** appointed beneficiaries with the **Employee's** accruals, in accordance with the **UAE Labour Law**.

## 9. EMPLOYMENT CONTRACT ATTESTATION AND ENTIRE AGREEMENT

9.1 This Employment Contract supersedes any oral or written representations or agreements entered into prior to the **Effective Day**.

9.2 This **Employment Contract** shall be executed in three (3) original copies, signed and stamped by the **Parties**. Each **Party** shall keep one executed copy of this **Employment Contract**, and the **Authority** shall keep one executed copy of this **Employment Contract**.

## 10. GOVERNING LAW AND DISPUTE RESOLUTION

10.1 This **Employment Contract** and any dispute or claim arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with **UAE Federal Law** insofar as it applies, including the **UAE Labour Law**; **Sharjah law**; and the **Regulations**.

10.2 Any dispute or claim arising out of or in connection with this **Employment Contract** or breach thereof shall first be settled through good faith negotiation between the **Parties**.

10.3 In the case where a dispute or claim cannot be settled by good faith negotiation between the **Parties**, the **Parties** irrevocably agree that it shall apply to the **Authority** for a written referral notice to be delivered to the **Competent Authority**.

Renu Rani Agrawal  
01-May-2025 02:15 PM

Approved digitally by and on behalf of the **Company**

Nitin Ulhas Katke  
01-May-2025 02:15 PM

Approved digitally by the **Employee**

وثيقة إلكترونية معتمدة وصادرة بدون توقيع من مدينة الشارقة للإعلام (شمس). لمراجعة صحة البيانات الواردة يرجى زيارة الموقع التالي:  
Approved electronic document issued without signature by Sharjah Media City (**Shams**). To verify the document kindly visit:

<https://portal.shams.ae/web/mydocuments/dc/174645038687?d=TVRjek9RPT0=>

