

Crayon Employment offer - Sales Director



Maya Mazid <Maya.Mazid@crayon.com>

to me, Simon

Fri, Mar 10, 10:28AM

Hi Ee Ling,

It was great speaking to you over the phone just now and we are extremely excited to hopefully have you join our team. Below I've given a summary of the offer (as we discussed). Please review and let me know if we are ok to go ahead.

Role: Key Account Manager

Reporting: Simon Tung – General Manager, Singapore

Start date: 3 April 2023 (we would like you to start on this date now as we have other new starters starting on that date)

Salary:

Base: S\$

Bonus: S\$

13th month: \$17,500 (paid in December – pro-rated depending on start date)

Total Package: S\$

Other benefits:

Insurance: the employee and their dependents are covered under our Company policy which includes outpatient, hospitalisation, accident and dental expenses.

Flexi Benefit: up to S\$ per month (receipt required)

Gym: Reimbursement for gym membership of up to S\$ per month (receipt required)

Mobile: Reimbursement for mobile phone charges of up to S\$ per month (receipt required)

Travel: Reimbursement for travel charges of up to S\$ per month (\$6,000 per annum)

Annual leave: You will be entitled to 15 working days of annual leave per year of service or pro-rated if applicable. Your annual leave entitlement will increase to 21 days per year in the 10th year of service. Employees are allowed to carry-over 5 days of leave to the following year but such leave must be used by 30 April of that year.

Sick Leave: You are entitled to up to 14 days paid sick leave in any calendar year

Thanks very much.

Maya

Maya Mazid

Regional HR Manager - SEA | Crayon SEA | +65 9350 2873 | maya.mazid@crayon.com | Visit: 3 Fusionopolis Way, #12-20 Symbiosis Tower, Singapore 138633

