

## Alanoud F. Alqahtani

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**From:** Mohammad Y. Alshaikh  
**Sent:** Sunday, June 23, 2024 7:06 PM  
**To:** Alanoud F. Alqahtani  
**Cc:** Abdulrahman Y. Alshaikh; Abdulhafeez Z. Mukadam; Syed Abdulaleem  
**Subject:** RE: Need Approval For overtime Maintenance Team May 2024.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

المحترمه الاستاذة العنود

يعتمد حسب المرفق

Thanks & Best Regards,



**Mohammad Y. Alshaikh**  
Director of Finance and  
Operations  
**Awtad Company**

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M :+966 580703078  
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W: [www.awtad.sa](http://www.awtad.sa)

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**From:** Alanoud F. Alqahtani <113@awtad.sa>  
**Sent:** Sunday, June 23, 2024 5:23 PM  
**To:** Mohammad Y. Alshaikh <malshaikh@awtad.sa>  
**Cc:** Abdulrahman Y. Alshaikh <aalshaikh@awtad.sa>; Abdulhafeez Z. Mukadam <244@awtad.sa>; Syed Abdulaleem <411@awtad.sa>  
**Subject:** FW: Need Approval For overtime Maintenance Team May 2024.

،، للتذكير  
الاستاذ / محمد بن يحيى المحترم  
مرفق لكم الاوفر تايم الخاص بموظفي الصيانة لشهر مايو 2024 ، نطلب اعتمادكم لاضافتها لرواتب شهرنا الحالي.

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**From:** Abdulhafeez Z. Mukadam <[244@awtad.sa](mailto:244@awtad.sa)>  
**Sent:** Tuesday, June 11, 2024 2:57 PM  
**To:** Mohammad Y. Alshaikh <[malshaikh@awtad.sa](mailto:malshaikh@awtad.sa)>  
**Cc:** Alanoud F. Alqahtani <[113@awtad.sa](mailto:113@awtad.sa)>; Hamad H. Almousa <[3160@awtad.work](mailto:3160@awtad.work)>  
**Subject:** Need Approval For overtime Maintenance Team May 2024.

Dear Sir , Mohammed Y Alshaikh,

Maintenance team Overtime for May 2024. Please Find the attach file. Please find attach Work Order No also in same attach File.

The total Overtime amount **SR : 960 SR.** (May 2024)

1. Maintenance Team Worked In, Osajaya farm, kuxury center cleaning , welfare friday drainage work.
2. Masjid Hussain Friday work.
3. Rawda Villa 1 Cleaner visit weekly 3 time to show tenant Villa.

*Thanks & Best Regards.*



**Eng. Abdul Hafiz**

2702 Dirah, Maeglah Center

Maintenance Engineer.

Tower 3, 4<sup>th</sup> Floor, Office 406

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