

## Alanoud F. Alqahtani

---

**From:** Mohammad Y. Alshaikh  
**Sent:** Wednesday, December 13, 2023 2:03 PM  
**To:** Alanoud F. Alqahtani  
**Cc:** Abdulhafeez Z. Mukadam; Ibrahim K. Salem; Abdulrahman Y. Alshaikh  
**Subject:** FW: Need approval for Nov 2023 Overtime for Technician.  
**Attachments:** Overtime Nov 2023.pdf

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

المحترمہ الاستاذہ العنود

يعتمد اضافہ الاوفر تايم للعماله حسب الجدول المرفق

Thanks & Best Regards,



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

2702-Dirah (Maeglich Center)  
Unit 406 Tower (C) 4<sup>th</sup> Floor  
Riyadh 12633-7437  
Kingdom of Saudi Arabia  
T : +966 11 4115500  
M :+966 580703078  
E : [Malshaikh@awtad.sa](mailto:Malshaikh@awtad.sa)  
W: [www.awtad.sa](http://www.awtad.sa)

---

**From:** Abdulhafeez Z. Mukadam <244@awtad.sa>  
**Sent:** Tuesday, December 12, 2023 10:02 AM  
**To:** Mohammad Y. Alshaikh <malshaikh@awtad.sa>  
**Cc:** Alanoud F. Alqahtani <113@awtad.sa>; Ibrahim K. Salem <235@awtad.sa>  
**Subject:** Need approval for Nov 2023 Overtime for Technician.

Dear Sir , Mohammed Y Alshaikh,

Maintenance team Overtime for Nov 2023. Please Find the attach file. Please find attach Work Order No also in same attach File.

The total Overtime amount **SR : 1671 SR**. Please Need approval for this.

Maintenance Team Worked In,Shaikh Complex, Osajaya Farmhouse and Masjid Hussain Friday , For Urgent Work.

**Please Need Approval for this overtime.**

*Thanks & Best Regards.*



**Eng. Abdul Hafiz**

Maintenance Engineer.

**Awtad Al Akaria**

2702 Dirah, Maegliah Center

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

Riyadh 12633-7437

Saudi Arabia

**Phone** +966 11 411 5500

**Mobile** +966 50 475 2879

**Email** [244@awtad.sa](mailto:244@awtad.sa)

[www.awtad.sa](http://www.awtad.sa)