

## Huda M. Alqahtani

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**From:** Mohammad Y. Alshaikh  
**Sent:** Wednesday, April 24, 2024 5:47 PM  
**To:** Abdulhafeez Z. Mukadam  
**Cc:** Huda M. Alqahtani; Alanoud F. Alqahtani; Mujahe R. Rana; Ibrahim K. Salem; Abdulrahman Y. Alshaikh  
**Subject:** RE: Position Receiving & Vacation Approval.

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

يعتمد

Thanks & Best Regards,



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

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**From:** Abdulhafeez Z. Mukadam <244@awtad.sa>  
**Sent:** Wednesday, April 24, 2024 4:43 PM  
**To:** Mohammad Y. Alshaikh <malshaikh@awtad.sa>  
**Cc:** Huda M. Alqahtani <116@awtad.sa>; Alanoud F. Alqahtani <113@awtad.sa>; Mujahe R. Rana <253@awtad.sa>; Ibrahim K. Salem <235@awtad.sa>; Abdulrahman Y. Alshaikh <aalshaikh@awtad.sa>  
**Subject:** Position Receiving & Vacation Approval.

Dear Sir Mohammad Y Alshaikh ,

As per your instruction i am receiving the work of Mr. Mujahid ID NO- 1376 . his work start date will be on 25<sup>th</sup> June 2024.

As you know that i am also having vacation on July 01 2024. because i am traveling with my family & Tickets are also book.

So i am requesting you to accept my vacation leave , because this is my annual vacation after 2 years & 6 months .

*Thanks & Best Regards.*



**Eng. Abdul Hafiz**

Maintenance Engineer.

**Awtad Al Akaria**

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