

Huda M. Alqahtani

From: Mohammad Y. Alshaikh
Sent: Sunday, March 10, 2024 6:06 PM
To: shahidul islam; Hamad H. Almousa; Huda M. Alqahtani; Reema M. ALharthi
Cc: Abdulrahman Y. Alshaikh; Njood M. Alqahtani; Ibrahim K. Salem; Abdulhafeez Z. Mukadam
Subject: RE: Need Approval for Vacation

المحترمين السادة الشؤون الادارية

لا مانع لدي من الاجازة على ان يتحمل الموظف كامل التكاليف للاجازة الاستثنائية

Thanks & Best Regards,



Mohammad Y. Alshaikh
Director of Finance and
Operations
Awtad Company

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E : Malshaikh@awtad.sa
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From: shahidul islam <shidul6766@gmail.com>
Sent: Sunday, March 10, 2024 5:37 PM
To: Hamad H. Almousa <3160@awtad.work>; Huda M. Alqahtani <116@awtad.sa>; Reema M. ALharthi <251@awtad.sa>; Njood M. Alqahtani <252@awtad.sa>
Cc: Ibrahim K. Salem <235@awtad.sa>; Abdulhafeez Z. Mukadam <244@awtad.sa>; Mohammad Y. Alshaikh <410@awtad.sa>
Subject: Need Approval for Vacation

Dear HR,

Assalamu alaikum Madam / sir my name is Shahidul ID NO. 1499.working as a electrical technician I want to go vacation on 7 april 2024 for 30 days , for some urgent problem at home.

My replacement is Sorhab ID No.2911.

Please requesting you to complete my vacation request Asap.. I will pay the all cost of my vacation.

Thank you.