



مدينة الشارقة للإعلام
Sharjah Media City

EMPLOYMENT CONTRACT

FOR LIMITED PERIOD EMPLOYMENT



Employment Contract Details

Execution Date	29-Sep-2025
Company	Marquistech LLC
Company License Number	1803547.01
Company Registered Address	Shams Business Center, Sharjah Media City Free Zone, Al Messaned, Sharjah, UAE.
Employee	Bhupendra Singh Pratap Singh
Employee Nationality	India
Employee Passport Number	R6608783
Employment Position	Technical Engineer
Basic Job Description	Technical Engineer
Start Date	29-Sep-2025
Expiry Date	28-Sep-2026
Employment Duration	1 Year
Probation Period	6 months from the start date
Notice Period	1 month
Working Hours	8 hours per working day
Leave Days	30 calendar days per annum

Salary Details

Basic Salary	AED 5810
Accommodation Allowance	AED 3000
Transport Allowance	AED 0
Meal Allowance	AED 0
Other Allowance	AED 8390
Other Benefits	AED 0
Total Remuneration	AED 17200



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THIS EMPLOYMENT CONTRACT is made and entered into on the **Execution Date** (“**Employment Contract**”).

BY AND BETWEEN

(A) The **Company**, a company incorporated in Sharjah Media City Free Zone under the **Company License Number** to operate in the Sharjah Media Free Zone whose registered office is located at the **Company Registered Address**;

AND

(B) The **Employee**, of **Employee Nationality** and holder of passport issued with the **Employee Passport Number**.

The **Company** and the **Employee** are collectively referred to as the “**Parties**” and individually as a “**Party**”.

AGREED TERMS

1. DEFINITIONS

1.1 The definitions and rules of interpretation in both this clause 1 and the **Employment Contract Details** and **Salary Details** apply in this **Employment Contract**.

“AED” means United Arab Emirates Dirhams;

“Authority” means the authority of Sharjah Media City established in the Emirate of Sharjah pursuant to Emiri Decree No. 11 of 2017 establishing the Sharjah Media City Free Zone Authority (**Shams**);

“City” means Sharjah Media Free Zone;

“Competent Authority” means any **UAE** or Emirate of Sharjah governmental, judicial or regulatory authority;

“Regulations” means the Sharjah Media Free Zone Authority Employment Regulations 2017, the Sharjah Media City Free Zone Authority Companies and Licensing Regulations and all Regulatory Instruments promulgated by the **Authority** (which may be amended from time to time in force);

“Regulatory Instrument” means any law, regulation, rule, code, decree, decision, direction, notice, policies, procedures or by-laws issued by a **Competent Authority**;

“UAE” means the United Arab Emirates;

“UAE Labour Law” means Federal Law No. 33 of 2021, as amended, extended, or re-enacted from time to time and any ministerial orders, decrees, resolutions, directions or regulations issued by the Ministry of Human Resources and Emiratisation;

“Working Day” means any calendar day except for a Saturday, Sunday or any public holiday observed by the Authority in the **UAE**.

2. TERM OF APPOINTMENT

2.1 The **Employee** shall work for the **Company** in the **Employment Position** in the **City** for the **Employment Duration**.

2.2 The **Employee** shall carry out duties and perform functions customarily performed by an employee of a similar designation, which include, but not limited to the **Basic Job Description**.

2.3 The continuation of the **Employee's** employment shall be subject to the successful completion of the **Probation Period**.

2.4 The **Employee** shall not, during the period of their employment, work outside the **City** or for another **Company** whether in the **City** or otherwise, except with prior written approval from the **Company** and any concerned authority having jurisdiction over such matters in the place where the **Employee** intends to work, including (but not limited to) the **Authority**.

2.5 The **Parties** agree that any amendment to the terms of this **Employment Contract** must be mutually agreed upon in writing by the **Parties**.

2.6 The **Company** undertakes to notify the **Authority** of any change to the terms of employment in relation to the **Employee's** **Employment Position**, period of employment, **Basic Salary**, allowances and **Other Benefits**.

3. REMUNERATION

3.1 The **Employee** shall be paid the **Basic Salary** and any other applicable allowances and benefits as set out in the **Salary Details**, or as otherwise agreed between the **Parties** in accordance with clause 2.5 (“**Total Remuneration**”). The **Total Remuneration** shall be paid every month in arrears on or before the last **Working Day** of the calendar month.



As long as the **Employee** is employed by the **Company**, the **Employee** shall be entitled to receive private medical insurance subject to the **Company's** private medical insurance scheme.

4. HOURS AND LEAVE

- 4.1 On each **Working Day**, the **Employee** shall work the number of **Working Hours**, with the exception of the Holy month of Ramadan, when the **Employee's** working hours shall be reduced by two (2) hours.
- 4.2 The **Employee** shall be entitled to official public holidays announced for private sector companies in the **UAE** as observed by the **Authority**. The **Employee** shall be entitled to the **Total Remuneration** in respect of such public holidays.
- 4.3 The **Employee's** annual leave entitlement shall be the **Leave Days**. The **Leave Days** exclude official public holidays.

5. RENEWAL

- 5.1 This **Employment Contract** will expire on the **Expiry Date**, unless:
- 5.1.1 both **Parties** mutually agree to continue their relationship as per the original terms of the **Employment Contract ("Implicit Renewal")**. In the event of **Implicit Renewal**, the **Employment Contract** will be extended on the same terms; or
- 5.1.2 both **Parties** explicitly agree in writing to renew the **Employment Contract** based on new terms and conditions.

6. TERMINATION

- 6.1 This **Employment Contract** may be terminated as follows:
- 6.1.1 during the **Probation Period** by either **Party**, subject to a written notice served to the other **Party** fourteen(14) calendar days in advance;
- 6.1.2 immediately on the **Expiry Date**, unless the **Employment Contract** is renewed in accordance with clause 5;
- 6.1.3 by either **Party**, prior to the **Expiry Date ("Early Termination")**, provided that the terminating **Party** serves written notice upon the other **Party** for the **Notice Period**.

6.2 In the event of **Early Termination**, the **Parties'** respective rights and obligations shall be governed by the **UAE Labour Law** as follows:

- 6.2.1 The **Company** can terminate this **Employment Contract** with immediate effect, without notice, in accordance with UAE Labour Law.
- 6.2.2 In the event of **Early Termination** by the **Company** for reasons other than that referred to in clause 6.3, such Early Termination shall be governed in accordance with UAE Labour Law.
- 6.2.3 In the event of **Early Termination** by the **Employee** for reasons other than those referred to in clause 6.1 or any lawful reason under the **UAE Labour Law**, the **Employee** shall be subject to the remedial actions stipulated under **UAE Labour Law**.

6.3 Subject to the terms of this **Employment Contract** and assuming the **Employee** is entitled to such payment under the **UAE Labour Law**, at the expiration of the **Employment Contract**, the **Company** shall pay the Employee end of service benefits calculated in accordance with the **UAE Labour Law**.

6.4 At the termination of this **Employment Contract** the **Company** shall return any original certificates, diplomas or other original documents or possessions belonging to the **Employee** to him/her without unreasonable delay.

7. TRAVEL TICKETS

7.1 In circumstances where the **Employee** is recruited by the **Company** from outside of the **UAE**, the **Company** shall bear the cost of the **Employee's** air ticket from the **Employee's** point of origin to the Emirate of Sharjah, or such other airport as mutually agreed between the **Parties** in order for the **Employee** to commence employment.

7.2 If the **Employee**, whether recruited from outside of the **UAE** or within the **UAE**, upon termination of this **Employment Contract** does not take up subsequent employment elsewhere in the **UAE**, the **Company** shall bear the cost of the Employee's travel ticket to their place of origin.



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8. DEATH AND BURIAL

8.1 In the event of the **Employee's** death during the period of employment with the **Company**, the **Company** shall:

8.1.1 bear the cost of transporting the **Employee's** body and personal luggage to their home country as soon as reasonably practicable following the release of the body by the relevant authorities for repatriation and burial; and

8.1.2 provide the **Employee's** appointed beneficiaries with the **Employee's** accruals, in accordance with the **UAE Labour Law**.

9. EMPLOYMENT CONTRACT ATTESTATION AND ENTIRE AGREEMENT

9.1 This Employment Contract supersedes any oral or written representations or agreements entered into prior to the **Effective Day**.

9.2 This **Employment Contract** shall be executed in three (3) original copies, signed and stamped by the **Parties**. Each **Party** shall keep one executed copy of this **Employment Contract**, and the **Authority** shall keep one executed copy of this **Employment Contract**.

10. GOVERNING LAW AND DISPUTE RESOLUTION

10.1 This **Employment Contract** and any dispute or claim arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with **UAE Federal Law** insofar as it applies, including the **UAE Labour Law**; **Sharjah law**; and the **Regulations**.

10.2 Any dispute or claim arising out of or in connection with this **Employment Contract** or breach thereof shall first be settled through good faith negotiation between the **Parties**.

10.3 In the case where a dispute or claim cannot be settled by good faith negotiation between the **Parties**, the **Parties** irrevocably agree that it shall apply to the **Authority** for a written referral notice to be delivered to the **Competent Authority**.

Renu Rani Agrawal
29-Sep-2025 10:59 AM

Approved digitally by and on behalf of the **Company**

Bhupendra Singh Pratap Singh
29-Sep-2025 10:59 AM

Approved digitally by the **Employee**

وثيقة إلكترونية معتمدة وصادرة بدون توقيع من مدينة الشارقة للإعلام (شمس). لمراجعة صحة البيانات الواردة يرجى زيارة الموقع التالي:
Approved electronic document issued without signature by Sharjah Media City (**Shams**). To verify the document kindly visit:

<https://portal.shams.ae/web/mydocuments/dc/175915815489?d=TVRjek9RPT0=>

