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**Employment Services Agreement**

This Agreement was entered into, by the grace of God, on  
2025-06-23 Gregorian, between the following parties:

**First Party: Qiyada Recruitment Company**, a branch of Neft Energies Co.  
Ltd., CR No. **(2051229782)**, located at Prince Sultan Bin Abdulaziz Street,  
P.O. Box 8628, Postal Code 34424, Al Khobar, KSA. Hereinafter referred to  
as "The First Party," Represented by **Mr. Bashar Al-Eidi** as General  
Manager.

**Second Party:** , CR No. **()**, National Address: , represented by **Mr/Mrs.** .

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**Preamble**

Whereas the First Party is a licensed company providing recruitment and  
employment intermediation services, and whereas the Second Party wishes  
to obtain qualified human resources for employment, the Parties, being fully  
legally competent, have agreed as follows:

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## Clause 1: Preamble

The above preamble shall be deemed an integral part of this Agreement and its provisions shall be interpreted accordingly.

## Clause 2: Obligations of the First Party

The First Party undertakes the following:

1. To source, select, and present qualified candidates to fill the Second Party's job vacancies, based on its request and needs.
2. To comply with all conditions, standards, and job requirements specified by the Second Party, including academic qualifications, work experience, and required skills.
3. To consult and coordinate continuously with the Second Party throughout the nomination process, ensuring compatibility between the candidates and the required positions.
4. To take all necessary steps to verify the suitability of the candidates in terms of qualifications, competencies, and personal attributes.
5. To ensure the seriousness, commitment, and willingness of candidates to accept employment and adhere to the job terms and benefits approved by the Second Party.

### Clause 3: Obligations of the Second Party

The Second Party undertakes the following:

1. To provide the First Party with accurate and clear job titles and numbers of vacancies intended to be filled with Saudi nationals.
2. To deliver comprehensive information about the job requirements, including:
  1. Job responsibilities
  2. Required academic qualifications
  3. Necessary skills and experience
  4. Salary, allowances, and other benefits
  5. Any additional information that assists in selecting suitable candidates.
3. To consult and coordinate continuously with the First Party throughout the nomination process to ensure the selection of the best candidates.
4. To notify the First Party in writing of the candidates selected, offered employment, or contracted.
5. The Second Party shall not be entitled to employ any candidate previously introduced by the First Party and not contracted at the time, unless:
  1. The First Party is informed in writing; or
  2. The applicable service fee is paid.

This obligation remains effective for six (6) months from the expiration date of this Agreement.

#### Clause 4: Quality of Services

The Second Party acknowledges that the quality of services provided by the First Party depends primarily on the accuracy and adequacy of the information it provides regarding the job vacancies and their requirements, enabling the First Party to identify and nominate the most suitable

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For the Second Party

Name:

Signature:

Email:

Date:

2025-06-23

For the First Party

Qiyada Recruitment Company

Name:

Signature:

Email:

Date:

2025-06-23

Tel. +966 13 849 2711

Fax. +966 13 849 2788

E-mail. Info@qeyadasa.com

Neft Energies Building, King Fahad Road, Al Qashlah, Dhahran, 34232. Not official without stamp