

Kirby Going <goinki@2evolve.co.nz>
Tue 13/11/2018 10:33

Smith, Yasmin - Air New Zealand Auckland to Sydney Return.pdf
474 KB

FW: Online Booking For Yasmin Smith (BB1811127759210) Checking In: 19 Nov 2018
81 KB

Smith, Yasmin - Travel Itinerary.docx
321 KB

Great thanks Yasmin,

Please find attached your itinerary for your travel next week, as well as your flight and accommodation email confirmations. Ensure that you keep receipts for any taxis and trains that you take to/from the airport as these will be reimbursed. You will also receive a per diem in your first pay which is \$25.00 per day to cover basic meals. Please note that the hotel has a free breakfast every morning – pastries, muffins, fresh fruit and tea/coffee that is always good!

Did you want to come in to meet me this week for an hour to go over everything such as payroll, kiwisaver, security induction etc. so all of this is covered off and you can hit the ground running with Ray on Tuesday?

Thanks
Kirby

From: Jasmin Ivy [mailto:jasminivy@outlook.com]
Sent: Tuesday, 13 November 2018 12:00 PM
To: Kirby Going
Subject: Re: 2evolve - Employment Agreement

Hi Kirby,

Have just put the signed contract in the mail back to you.

Yasmin