



Our Vision Digital Pakistan

Procedure to Start the Work as a TMO

Congratulations for your selection as Team Monitoring Officer (TMO) in WES. Now you will follow the following instructions to start the work

1. Read both projects details of e Study Card & OSTP carefully.
2. Read Team Monitoring Officer (TMO) Terms & Conditions.
3. Read the terms & Conditions of your Marketing Team Project Marketing Officer(PMO)
4. Within 7 Days you have to complete your marketing team according to the sent policy of PMO.
5. You will start to collect the Schools & Colleges data which are near to you or in your references in Punjab & KPK.
6. Due to corona it is very hot season to sale the e Study Card and OSTP in a bulk quantity so you will not waste only a single day. You will try as soon as possible to introduce these projects in market.
7. Make a comprehensive strategy to launch these projects in your area and share this policy to head office.
8. You will send your e Study Card Demand till to 23-04-2020. You can send demand from 20 cards to 300 cards. However minimum limit is 20 cards but you should try to demand maximum to save company expenses of courier and to avoid shortage of cards.
9. You have to pay Rs. 100 rupees per card in advance. This minor amount of 100 in advance from 2400 amount has been fixed to avoid from non

serious and irresponsible persons those will demand the cards and will not take it serious. This advance paid amount is returnable to TMO from sale.

10. After receiving the demand form e Study Cards, Appointment Letter, Service Card and Brochures will be dispatched to the TMO postal address.
11. After receiving the parcel TMO will send affidavit to head office for the security of company amounts. Affidavit format will be sent at TMO mail ID.
12. Confirmation of job from TMO side will be when TMO will send demand of cards in due date 23-04-2020. If in due date demand is not submitted by TMO then TMO will be replaced.
13. TMO will deposit the amount in account 0937 6657 8100 2115 MCB Account Title Pakistan Education Serv. You can transfer card amount from any easy paisa account to company account and upload the transaction message pic at demand form.
14. After receiving the e Study Card Demand Form, TMO will be given access to Central Reporting System (CRS) in which TMO will add his marketing team and other required data.

For more information visit www.wesedu.org or dial following Numbers or send mail at info@wesedu.org

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