

Offer of Employment

Date:

Candidate Name:

Address:

Dear ,

We are pleased to offer you the position of with . Your start date will be , and you will be reporting to at .

The terms and conditions of your employment are as follows:

- Salary:
- Working Hours:
- Benefits:
- Probation Period:

Please sign below to indicate your acceptance of this offer.

Sincerely,

Accepted by: Date: