(DATE)

Dear Mr. / Mrs. (NAME)

Welcome to **The Professional Consultancy Services!**

I am pleased to offer you employment for the position of **Software Developer** with **The Professional Consultancy Services.**

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Developer** will commence on **(JOINING DATE)** with associate number **(NUMBER).**

Please sign and return the duplicate copy of this letter.

I am looking forward to work with you.

Yours Sincerely,

For **The Professional Consultancy Services**

Manasi Das (Halder)  
Propriator

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