

Company Name

Company Address
City, State PIN
Country

OFFER LETTER

CANDIDATE NAME

dfg

EMAIL

sdfg@gmail.com

DESIGNATION

dfg

DEPARTMENT

dfgnh

JOINING DATE

2025-09-04

WORK LOCATION

dfg

Employment Terms

- **Probation Period:** 6 months
- **Notice Period:** 30 days
- **Working Hours:** 9 AM - 6 PM
- **Work Days:** Monday - Friday
- **Contract Duration:** 365 days

Date: September 5, 2025

HR Manager

dfg

This offer letter is valid for 30 days from the date of issue.

For any queries, please contact HR department.