

Company Name

Company Address
City, State PIN
Country

OFFER LETTER

CANDIDATE NAME

xcvb

EMAIL

sdf@gmail.com

DESIGNATION

safdgfd

DEPARTMENT

sfdsg

JOINING DATE

2025-11-01

WORK LOCATION

fd

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: November 4, 2025

HR Manager

xcvb

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

For any queries, please contact HR department.