[Company Name]

[Address]

[Contact Information]

**November 18, 2019**

**Basant Kumar**

**Chandar Vihar, New Delhi 110092**

**886063533**

Dear **Basant Kumar**,

I am pleased to extend a job offer for the position of **Senior Software Developer** **at [Company Name]** to commence on **November 18, 2019** . You will be in a full time, at-will employment reporting to **Prashant Roy (Project Manager)**.

Your main tasks and responsibilities will be: [Provide List of roles and responsibilities]. A basic cash compensation will be given at **11,80,000**/- (**Eleven Lac Eighty Thousands Only**) per **yearly** payable in relation to the Company’s payroll schedule.

Please send a signed duplicate copy of this offer letter should you accept this job offer to the address found below.

For any queries or additional questions, feel free to email or call me with the phone number and other contact details found below.

Sincerely yours,

**Soniya Rajotiya**

**[Address]**

**Basant Kumat**

**Chandar Vihar, New Delhi-110092**

**8860563533**

**Date : November 13, 2019**