

Greetings !!!

John Smith

We are delighted to offer you the full-time job offer with an anticipated earliest start date, contingent upon screening your resume

We offer comprehensive benefits program, which includes medical insurance, paid time off, etc. Your employment with us will be on an at-will basis, which means you and the company are free to terminate employment at any time, with or without cause or advance notice.

This letter is not a contract indicating employment terms or duration

Please confirm your acceptance of this offer by signing and returning this letter by the end of this month.

Regards, Team Rekrut :)