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Ref No.:

Date:

**OFFER LETTER**

To,

**SUB: OFFER FOR THE POST OF “CAREER ASSOCIATE”**

**Dear**

Congratulations! With reference to your application and subsequent interview with us for a career in our organization, we are pleased to inform you that you have been selected for offer in our organization as **Career Associate** (Remote work).

Scale.Jobs is dedicated to revolutionizing the job search experience for clients across the USA. Our mission is to empower job seekers with the most advanced AI solutions tailored to their needs. Leveraging cutting-edge technology, we streamline the job search process, providing personalized recommendations and insights to ensure our clients find the perfect fit for their career aspirations.

We take this opportunity to thank & appreciate your candidature, and you are required to join us on . All other Employment Terms and Conditions will be governed by the company policies and procedures, including our employee handbook.

You will be on **Internship/Probation for 3 months** from the date of your joining, after which, your performance will be reviewed for confirmation.

Your work and employment shall be governed by, construed, and enforced in accordance with the laws of India. Upon your joining the organization your compensation will be subject to **Pro-Rate basis. (This can be reviewed on your profile wallet)**

Once again, let me express our pleasure and excitement at the prospect of your joining the Company. We look forward to the prospect of a long & mutually rewarding professional relationship.

Sincerely,

A handwritten signature in blue ink, appearing to read "MS. Shabuddin".

Shabuddin M S  
Head HR | Hiring & Training  
Scale.jobs

**ACCEPTED by:**

Signature:

Date:

Location:

Aadhar No.



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**NOTE (if applicable):**

**^^Variable Pay Incentive at Maximum:** The amount of Variable Pay Incentive and the date of payout are at the sole discretion of the company subject to performance of the Company and the Employee and may change from time to time. You will be eligible for variable compensation payout, provided you are on Company rolls at the time of payout and not serving notice period.

**-Any other Bonus & Incentives:** These components are payable on meeting the threshold targets defined by the company from time to time. The actual pay-out can be higher or lower (including nil) depending on actual results compared to target for the particular performance period. The Company may from time to time may include you in Company's Bonus and/ or Incentive Scheme and the same shall be communicated to the employee separately.