**INTERNSHIP ACCEPTANCE LETTER**

January 29, 2024

Dear Mr. Marvin O. Gozo,

It is with great pleasure that we welcome you to J-K Network Services as an HR/IT intern in our HR/IT department. We are excited to have you join our team and look forward to working with you.

Your first day of work will be on February 1, 2024. As an intern, you will have the opportunity to gain valuable experience and contribute to various projects within our HR/IT department. Your internship will consist of a minimum of 243 hours.

If you have any questions, please feel free to contact HR Department-09176381848

We are confident that your skills and enthusiasm will make a valuable contribution to our team. Once again, welcome to J-K Network Services, and we wish you a successful and enriching internship experience.

**Juster F. Base**

**HR Manager**