

Date 16th March, 2021

Name: Dang Dinh Long

Dr. JOY VIETNAM Company Limited  
Representative Mr. Yoshiki Yamada

**Offer Letter - Offer Acceptance**

To whom it may concern,

Thank you very much for your time to join the interview with us.

After a careful consideration, we are pleased to announce that you have successfully passed our recruitment processes and are invited to join our company with the following conditions.

We are looking forward to your joining with our company.

Best regards,

1	Scope of work	Develop company product and relevant tasks
2	Starting date	17th May, 2021
3	Working location	789 Building, 147 Hoang Quoc Viet, Nghia Do ward, Cau Giay district, Hanoi city
5	Working time	8:15-17:30 (Monday-Friday / 1h15' lunch break/ 11:45-13:00)
6	Salary	37,000,000 VND (Gross) ※During 2 months of probation, entitled to receive 85% of the salary
7	Bonuses	Fixed Tet Bonus (01 monthly salary) Quarterly Performance Bonus (Up to 0.5 monthly salary each)
8	Pay raise	2 times per year (April, October) ※Pay raise depends on performance
9	Insurance	Social insurance, Medical insurance, Unemployment insurance etc. included
10	Transportation allowance	Pay separately in addition to salary

\_The end\_

I would like to confirm to work in your company with the above mentioned conditions.

Name :

Date: