

## Job Offer

Position: IT Support Technician

Company: Tech Corp

Location: London, UK

Compensation: £2200 (Monthly)

Employment Term: Permanent

Job Type: Full-time

Dear [Candidate's Name],

We are pleased to extend an offer of employment to you for the position of IT Support Technician at Tech Corp. We were impressed with your background and experience, and we believe you will be a valuable addition to our team.

### Job Responsibilities:

- Provide technical assistance to our staff and help maintain our IT infrastructure.
- Troubleshoot hardware and software issues.
- Assist with network administration.
- Support the deployment of new applications.

### Requirements:

- Proven experience in IT support or a related field.
- Familiarity with Microsoft Windows environments, basic networking, and common office software.
- Ability to communicate effectively in English, both verbally and in writing.

- Strong analytical and problem-solving skills.
- Excellent interpersonal skills and a team-oriented attitude.

Compensation and Benefits:

- Monthly salary of £2200.
- Comprehensive health insurance.
- Paid time off and holidays.
- Opportunities for professional development and career growth.

Start Date:

Your anticipated start date will be [Start Date], pending the completion of all pre-employment requirements.

Additional Details:

- This position is based in our London office.
- You will be reporting to [Supervisor's Name], [Supervisor's Title].

Please review the attached job offer document for more detailed information. We look forward to your positive response and are excited about the possibility of you joining our team.

If you have any questions or need further information, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Title]

Tech Corp

[Contact Information]