



{{COMPANY\_NAME}}

{{CANDIDATE\_ADDRESS}}

## JOB OFFER LETTER

To:

{{CANDIDATE\_NAME}}  
 {{CANDIDATE\_ADDRESS}}

Dear {{CANDIDATE\_NAME}},

We are pleased to offer you the position of {{POSITION\_OFFERED}} at {{COMPANY\_NAME}}. Your skills and experience will be a valuable addition to our team.

Details of the Offer:

- Position: {{POSITION\_OFFERED}}
- Start Date: {{START\_DATE}}
- Work Location: {{WORK\_LOCATION}}
- Salary: {{SALARY\_PACKAGE}}

We look forward to your contribution and growth with us. Please confirm your acceptance by replying to this letter before {{ACCEPTANCE\_DEADLINE}}.

Sincerely,

{{HR\_NAME}}  
 {{HR\_DESIGNATION}}