

Offer Letter

Date: 2025-12-08

Candidate: Alex Carter

Email: alex.carter@email.com

Dear Alex Carter,

We are pleased to offer you the position of Robotics Engineer at our organization. Your expected annual salary will be 650000.0.

Your joining date has been scheduled for: 2025-12-15

Please sign and return the acceptance copy of this offer letter.

Congratulations, and welcome aboard!

Regards,

HR Team

Employee Management System