

FORMAL OFFER OF EMPLOYMENT

Candidate ID: 9

Date: January 05, 2026

To: Maya Patel (maya.patel@email.com)

Dear Maya Patel,

We are pleased to offer you the position of **Business Analyst** based in **Pune**. Your start date will be **2025-02-28**. You will be reporting to: **Rahul Mehta**. This offer is contingent upon successful background verification.

Authorized Signatory