4567 Main Street

City, State 98052

(718) 555-0100

LeafMark@gmail.com



LEAFMARK

Hiring Manager

VanArsdel, Ltd.

123 Elm Avenue

City, State 98052

Dear candidate,

We are excited to inform you that you are being offered to work for our company LeafMark as a Regional Manager for managing Leaflets distribution workers in your aligned region.

Your responsibilities include managing, leading, monitoring and reporting distributor's working performance, leaflet orders progress and the areas covered by the workers. We hope you will help us retain our client's trust towards our company.

We are excited for you to join our team and manage the aligned team using your best leading skills enhancing their learning and growth too. We are offering you a monthly pay of 80,000 pkr. You will get other benefits and the appointment letter after the completion of your probationary period.

You are requested to report to our Head of the Department, Mr. Ali on your first day in LeafMark, Monday, 23rd-January-2023.

We are eagerly waiting for you to accept this offer letter and join our team. Thank you very much.

Regards,

Zainab,

General Manager,

LeafMark.

