Thursday, September 28, 2023

666 Ontario St Toronto, Ontario M4X 1N1

Delphia Evette Computing inc.

Sloane Gwen 2327 Brunswick St Halifax, Nove Scotia B3K 2Z2

Dear Sloane Gwen,

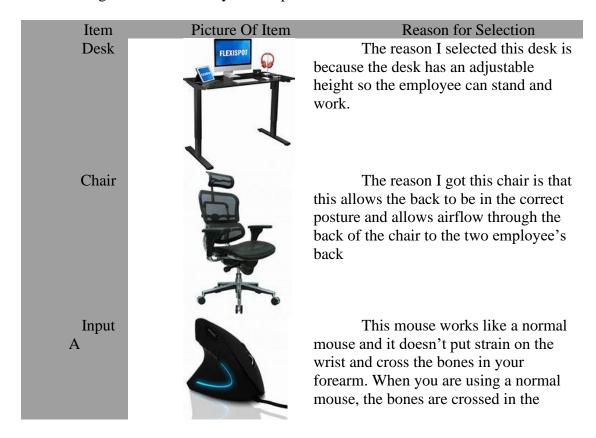
Congratulations on acquiring the job as an accountant in this company effective October 2<sup>nd</sup>, 2023.

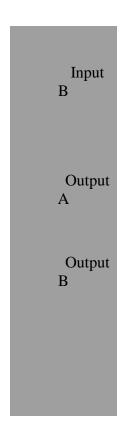
Your annual salary will start at \$60,521 paid on a bi-weekly basis.

You as the company's accountant will be expected to record financial transactions and correct the company's finances to help make financial decisions.

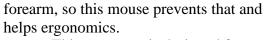
You are expected to work from 9 am to 5 pm Monday through Friday.

Your workstation setup will be ergonomic to ensure our workers are healthy. You can refer to the following table to see what your setup will look like.









This computer is designed for your hands, so your hands won't be in weird positions to press certain keys.



It's a high-quality monitor for a good price.



This pair of headphones is cheap and is high quality and connects to Bluetooth

Again, congratulations on acquiring the job! Please let me know if you have any questions regarding your new position.

Sincerely,

Delphia Evette

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Founder