**OFFER OF EMPLOYMENT**

Avanze Tech Labs

Salem,TN

Date: 07/06/2022 20:41:17

Dear Jo,

Avanze Tech Labs, is pleased to offer you employment with our Company in accordance with the terms below:

**I. POSITION**.

1. **Title**. IT Admin
2. **Duties**.\_ENTER RESPONSIBILITIES

**II. TERMS**.

1. **Start Date**. 07/06/2022 20:41:17
2. **End Date**.☐Indefinite ☐07/06/2022 20:41:17
3. **Employment**. ☐Part-Time ☐Full-Time
4. **Pay**. 5000009☐Salary ☐per Hour☐ Commission
5. **Benefits**.☐401(k) ☐Medical insurance
6. **Vacation**.20days
7. **Personal / Sick Leave**. 10

**III. CONDITIONS**.

1. **Acceptance**. Employee must accept this offer by 07/06/2022 20:41:17.
2. **Background Report Required?**☐ Yes☐No

If the above mentioned terms and conditions meet your qualifications for employment, it would be our pleasure to work with you. Please accept our offer by contacting me at any of the following methods:

**Phone**: 3287489793

**E-Mail**: kowsisamritha@gmail.com

We happily look forward to the opportunity of working with you.

Sincerely,

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/), \_PRINT NAME

**EMPLOYEE’S ACCEPTANCE**

I, Jo, hereby agree to the terms of the above offer of employment. I understand that this offer is non-binding with a separate agreement to be written afterward.

**Employee’s Signature**: [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/) Date: 07/06/2022 20:41:17

Print Name: Jo