

Themba Zwane  
35 Eccleston Cres  
Bryanston  
Sandton  
2191

Dear Themba Zwane,

We are pleased to offer you the position of First Line Manager at Cappayments, Internal Systems, based on your qualifications and experience. We believe that your skills and expertise will make a significant contribution to our team.

Position: First Line Manager

Start Date: February 1, 2024

Salary: R80,000 per month

Benefits:

- Medical Insurance
- Annual Leave
- Performance-Based Bonuses

Your employment with Cappayments will be subject to the terms and conditions outlined in the attached employment contract. Please review the contract carefully and sign where indicated to accept the offer.

Job Duties and Responsibilities:

- Supervise and coordinate the activities of the programming team.
- Set performance goals and objectives for the programmers.
- Monitor programmer productivity and performance.
- Train and develop programmers to enhance their skills and capabilities.
- Resolve conflicts and address programmer concerns.
- Ensure compliance with company policies and procedures within the programming team.
- Collaborate with other departments to optimize processes and achieve organizational goals.

- Prepare reports and updates for Caron Elferink, the Department Manager.

We are excited to welcome you to our team and look forward to your contributions.

Please feel free to contact me if you have any questions or require further clarification.

Sincerely,

HR Manager

Cappayments, Internal Systems