



THYNK UNLIMITED
Creative Company

[Company Logo]

[Company Name]

[Company Address]

[Date]

[Employee Name]

[Employee Address]

Dear [Employee Name],

We are pleased to offer you the position of Software Developer at [Company Name]. After careful consideration, we believe that your skills and experience make you a great fit for our organization.

Your start date will be [Start Date] and your employee number will be [Person Number]. As a Software Developer, you will be responsible for creating, testing and maintaining software applications for our clients. Your annual salary will be [Salary] and you will be entitled to [Benefits Package].

We are excited to have you join our team and look forward to seeing your contributions to our company. Your skills and expertise will help us achieve our goals and meet the needs of our clients.



@reallygreatsite



www.reallygreatsite.com



hello@reallygreatsite.com



123-456-7890



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Creative Company

Please indicate your acceptance of this offer by signing and returning one copy of this letter by [Acceptance Date]. If you have any questions or concerns, please do not hesitate to contact us.

We are thrilled to welcome you to our team and look forward to working with you.

Sincerely,

[Your Name]

[Position]

[Company Name]



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