

# NovaTech Solutions S.L.

Calle Principe 42, 3o, 36202 Vigo, Spain

October 15, 2024

Mr. Aleksandr Novak  
ul. Marszalkowska 84/12  
00-514 Warsaw, Poland

## Subject: Offer of Employment -- Software Engineer (Mid-Level)

Dear Mr. Novak,

We are pleased to offer you the position of Software Engineer at NovaTech Solutions S.L., based in our Vigo office. Following our interviews on September 28 and October 5, we were impressed by your technical skills and experience.

### Position Details

- Title: Software Engineer (Mid-Level)
- Department: Engineering
- Reporting to: Pedro Suarez, Tech Lead
- Start date: November 18, 2024
- Contract type: Indefinite (contrato indefinido), with 6-month probation period

### Compensation & Benefits

- Annual gross salary: EUR 38,000
- Annual performance bonus: up to 10% of base salary
- Training budget: EUR 1,500/year for courses, conferences, certifications
- Remote work: up to 3 days/week after probation period
- Health insurance: private health coverage (SaludPlus) for employee
- Relocation assistance: one-time payment of EUR 2,000 for relocation expenses
- 23 vacation days + public holidays (Galicia calendar)

### Additional Information

- Working hours: flexible, core hours 10:00-14:00
- Equipment: choice of laptop (AltaBook Pro or ProCompute X1 Alloy)
- Languages: working language is primarily Spanish, but the engineering team operates in English for documentation and code

Please confirm your acceptance by signing and returning this letter by October 30, 2024.

We are excited about the prospect of you joining our team and look forward to your positive response.

Kind regards,

**Maria Jose Alonso**  
Head of Human Resources  
NovaTech Solutions S.L.

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**Acceptance of Offer**

I, Aleksandr Novak, accept the offer of employment as described in this letter under the terms and conditions stated above.

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*Signature*

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*Date*

Aleksandr Novak

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