

Employment Agreement Letter

Subject: Employment Agreement Confirmation

Dear [Employee Name],

We are pleased to offer you employment with [Company Name] as [Position Title]. This letter outlines the terms and conditions of your employment, including:

- Start date: [Date]
- Working hours: [Details]
- Salary and benefits: [Details]
- Probation period: [Duration]

Please review, sign, and return this agreement to confirm your acceptance.

Welcome to the team!

[Your Name]

[Title]

[Company Name]

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