

Acceptance of Part-Time Job Offer

From,

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

To,

[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the offer for the part-time position of [Job Title] at [Company's Name]. I appreciate the opportunity and am excited to join your team.

As discussed, I accept the terms of employment, including a pay rate of [Salary/Hourly Rate] and the schedule of [Working Hours]. I look forward to starting on [Start Date].

Thank you once again for this opportunity. I am eager to contribute my skills and become a part of [Company's Name].

Sincerely,

[Your Name]