

Employment Offer Letter

Date: [Insert Date]

[Candidate's Name]

[Candidate's Address]

[City, State, Zip Code]

Dear [Candidate's Name],

We are pleased to offer you the position of Site Supervisor at [Company Name]. After careful consideration of your qualifications and experience, we believe that you will be a valuable addition to our team.

Position: Site Supervisor

Start Date: [Insert Start Date]

Salary: [Insert Salary] per annum

Benefits: [Details of Benefits]

Your primary responsibilities will include overseeing construction projects, managing site staff, ensuring compliance with safety regulations, and maintaining communication with project managers.

Please sign and return this letter by [Insert Deadline] to confirm your acceptance of this offer. We look forward to welcoming you to [Company Name]!

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]