

# Job Offer - Evaluation Period

Date: [Insert Date]

Dear [Candidate's Name],

We are pleased to offer you the position of [Job Title] at [Company Name] subject to an evaluation period of [Duration, e.g., 3 months]. Your skills and experience align well with our team, and we are excited to see how you contribute to our goals.

## Terms of Employment:

- **Position:** [Job Title]
- **Department:** [Department Name]
- **Start Date:** [Start Date]
- **Salary:** [Salary Details]
- **Evaluation Period:** [Start Date] to [End Date]

During the evaluation period, we will assess your performance and compatibility with our company culture. A performance review will be conducted at the end of this period.

Please confirm your acceptance of this offer by signing below and returning this letter by [Return Date].

We look forward to having you on our team!

Sincerely,  
[Your Name]  
[Your Job Title]  
[Company Name]

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## Acceptance:

I, [Candidate's Name], accept the terms of the offer as stated above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_