

Job Offer Letter

Date: [Insert Date]

To: [Candidate's Name]

[Candidate's Address]

[City, State, Zip Code]

Dear [Candidate's Name],

We are pleased to offer you a position as [Job Title] at [Company Name]. After our discussions and your impressive interview, we believe your skills will be a valuable addition to our team.

Your employment will be on a part-time basis, with the following personalized hours:

- Monday: [Start Time] - [End Time]
- Wednesday: [Start Time] - [End Time]
- Friday: [Start Time] - [End Time]

The starting salary will be [Salary] per hour, paid bi-weekly. In addition, you will be eligible for [any benefits, if applicable].

Please confirm your acceptance of this offer by [Acceptance Deadline]. We are excited to welcome you to our team!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Contact Information]