

Job Offer Acceptance Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the job offer for the [Job Title] position with [Company's Name], as discussed in your offer letter dated [Insert Date]. I am excited about the opportunity to work with your team on a shift work schedule.

I appreciate the details you've provided regarding my starting salary of [Insert Salary], and I confirm that my start date will be [Insert Start Date]. I am eager to contribute my skills and experience to [Company's Name].

Thank you for this opportunity. I look forward to joining the team and contributing to the company's success.

Sincerely,

[Your Name]