

Job Offer Confirmation

Dear [Candidate's Name],

We are pleased to confirm your offer for the position of [Job Title] at [Company Name]. Your start date will be [Start Date], and your salary will be [Salary].

Please find attached the details of your employment, including job responsibilities, benefits, and other relevant information.

To accept this offer, please sign and return this letter by [Acceptance Deadline]. We look forward to welcoming you to our team!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]