

# Job Offer Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Job Offer Acceptance and Counter Proposal**

Dear [Hiring Manager's Name],

Thank you for offering me the [Job Title] position at [Company Name]. I am excited about the opportunity to join your team and contribute to [specific company goal or value]. After careful consideration, I would like to propose a counter offer.

While I appreciate the initial offer of [initial salary], based on my research and understanding of the market rate for this position, I would like to request a salary of [desired salary]. Additionally, I would like to discuss [any other benefits or terms you want to negotiate, e.g., flexible work hours, additional vacation days, etc.].

I believe that my skills and experiences align well with the needs of the company, and I am confident that I can deliver exceptional results. I am looking forward to discussing this further and hope we can come to a mutually beneficial agreement.

Thank you again for this opportunity. I hope to speak with you soon.

Sincerely,

[Your Name]