

Job Offer Letter For Immigration

XYZ Technologies Inc.

789 Innovation Drive

Techville, CA 94088

United States

Phone: (555) 678-1234

Email: hr@xyztech.com

October 1, 2024

Ms. Ana Maria Rodriguez

123 Calle Vista

Buenos Aires, C1001AAA

Argentina

Dear Ms. Rodriguez,

We are pleased to offer you the position of Software Engineer with XYZ Technologies Inc. This formal offer is contingent upon your ability to fulfill the immigration requirements set by the United States Citizenship and Immigration Services (USCIS) and obtaining the necessary H-1B work authorization.

Position Details:

Job Title: Software Engineer

Start Date: January 5, 2025, or another mutually agreed upon date

Job Location: 789 Innovation Drive, Techville, CA 94088, United States

Reporting To: John Smith, Lead Software Developer

Compensation and Benefits:

Salary: \$85,000 per year

Benefits: Health, dental, and vision insurance, 401(k) plan with company match, 3

weeks paid vacation, and relocation assistance

Other Compensation: Performance-based annual bonuses up to 10% of annual salary

Employment Conditions:

This offer of employment is contingent upon the completion of all applicable immigration processes and your demonstration of eligibility to legally work in the United States. You will be required to submit all necessary documentation for a work visa application, including this job offer letter, to the United States Citizenship and Immigration Services (USCIS).

Additional Terms/Conditions:

You will be expected to adhere to all company policies and procedures. Your employment with XYZ Technologies Inc. is at-will, meaning either party can terminate employment at any time without cause.

We believe your skills and experiences are an ideal match for our team, and we look forward to a prosperous working relationship. Please indicate your acceptance of this offer by signing and returning this letter by October 15, 2024.

Thank you for considering this opportunity with XYZ Technologies Inc. We hope you will join us and contribute to our continued success.

Sincerely,

James Lee

Human Resources Manager

XYZ Technologies Inc.

hr@xyztech.com

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