Cebu Business Park,

November 5, 2018

Mr. Eulallo Dan Sola
Bldg 6 Unit 419, Urban Deca Homes, Tipolo, Mandaue City

Dear Mr. Sola:

Congratulations!

IPloy Inc. is pleased to offer you the position as **CSR - Phone**. We expect you will impart your knowledge, skills and experience to your work.

Should you accept this job offer, per company policy you will be eligible to receive the following beginning on your hire date.

Basic Pay	Php14,000.00
Allowance	Php1,600.00
Estimated Night Shift Differential 10% of your hourly rate (10:00PM to 6:00AM)	*Php1,400.00
*Attendance Bonus (perfect attendance – no absent; no late)	*Php1,000.00
Potential Gross Monthly Compensation	**Php18,000.00**

- 2SK Sign-on Bonus (50% to be given on the 6th month – regularization and remaining 50%- hiring anniversary)
- Government mandated benefits – SSS, PHIC, HDMF with corresponding deduction for employee share.
- Work days from Mondays – Fridays (unless specified by clients). A total of 40 work hours a week.

You will be hired on Probationary status for six (6) months period. Performance review will be conducted on the 3rd and 5th month of your employment with the company to check your suitability to the position. If your performance meets our standards, then you will be converted to regular status. Furthermore, you will get a proportionate of (10 VL & 10 SL) within the year, NSD and HMO.

If you are amenable to this job offer, your hiring date will be on **November 6, 2018**.

IPloy Inc. through the Human Resources Department will provide you with a written employment contract and personally discuss with you full details of your employment.

Should you have any concerns regarding on the details of this offer, please feel free to ask.
Yours truly,

JO HANNA MELECIO
Human Resources

By signing and dating this letter below, I **Eulallo Dan Sola,** accept this job offer as CSR - Phone, for iPloy Inc.

Conforme:

EULALIO DAN SOLA Date: _____
Signature over printed name