

UNCLE TOM GAS

P. O. Box SK 581, Sakumono, Tema
Near Beat FM, Asawinso Wiawso Highway
Sefwi-Wiawso, Western Region, Ghana.
Email: info.uncletomgas@gmail.com
+233241655861, +233242662902



Ref. No. UTG/20/19

FEBRUARY- 15-2020.

Dear Joesam Nkuah,

RE: Appointment Letter (Environmental Engineer)

With reference to your recent interview for the above position, we are pleased to inform you that, we are offering you the position with our company effective from March -1-2020 under the following terms and conditions:

- **Salary:** 3500 ghc per month
- **Probationary Period:** 03-1-2020 to 1-12-2020
- **Work Hours:** 9:30 to 4:30 for Mondays to Friday
- **Leave Policy:** 31 days leave per year
- **Notice Period Clause:** if the employee wish to leave the company, he/she needs to serve the notice period as stated by company in the appointment letter

Employee

Mr. Joesam Nkuah

Dr. Fredrick Amoah

Human Resource Manager