

JOB ACCEPTANCE LETTER

Employer: _____ Employee: _____

Position and Commencement:

Job Title: _____

Start Date: _____

Salary and Benefits:

Annual Salary: _____ GBP

Payment Frequency (e.g., monthly): _____

Benefits: _____

Working Hours and Location:

Hours of Work: _____

Workplace Location: _____

Probationary Period:

Duration and Terms: _____

Duties and Responsibilities:

The Employee agrees to perform all duties and responsibilities as outlined in the job description and as may be reasonably assigned by the Employer from time to time, adhering to all relevant policies, procedures, and applicable laws.

Confidentiality:

The Employee shall during and after the term of employment keep confidential all information relating to the business affairs, clients, and operations of the Employer except as required by law or with prior written consent of the Employer.

Termination:

Either party may terminate the employment by giving the other written notice in accordance with applicable UK employment law or as specified in any contractual agreement. The Employer reserves the right to terminate without notice for gross misconduct or any material breach of contract.

Governing Law and Jurisdiction:

This Agreement shall be governed by and construed in accordance with the laws of England and Wales. The parties submit to the exclusive jurisdiction of the courts of England and Wales in respect of any dispute arising out of or in connection with this Agreement.

Entire Agreement:

This Letter, together with any referenced documents, constitutes the entire agreement between the parties and supersedes all prior agreements, representations, or understandings, whether written or oral, relating to its subject matter.

EMPLOYER'S SIGNATURE

EMPLOYEE'S SIGNATURE

Signature: _____

Signature: _____

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