



7/13/2020

Barbara Miqueli

670 NW 6 St #714 ,

Miami, FL 33136.

Dear Barbara ,

Following our recent discussions, we are delighted to offer you the position of an Administrative assistant , along with our experienced Medical team, our Dermatologists provide customized treatment for clinical-aesthetic issues and invasive procedures, such as blepharoplasty, laser liposuction and otoplasty, all of which are safely performed in our premises.., we are already planning an expansion in the coming years with new premises. . We take great pride in our work and we always put the customer's needs. If you join Our Company, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

You will have the opportunity to work with outstanding business teams and contribute to the success of the company. We strive to provide all our employees with the means to develop their skills and experiences, at every level.

As a member of COSMETIC DERMA MEDICINE , we would ask for your commitment to deliver outstanding results that exceed client expectations. In addition, we expect your personal accountability, actions, advice and results that you provide as a representative of Our Organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Title: Administrative assistant

Start date: 7/16/2020

Salary: \$35.25 an hour \$15 during training.

Benefits: full medical and dental coverage through our company employee benefits plan. Additional benefits are covered in the enclosed information. (Employee Stock Purchase Plan, Employee Wellness, 401k plans Paid Time Off) and Holidays.

Reporting relationship: You will report directly to the HR Manager upon the completion of orientation. A progression and performance review will be conducted on a quarterly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise.

This arrangement may be terminated by either party upon notice in writing to either party with notice that complies with Employment Standards.

We are excited about you joining us and want to ensure that you are successful in your new role. Please do not hesitate to contact me with any questions or concerns . We look forward to a positive working relationship.

Sincerely,

Director of Human Resource

Mike Piazza



With the signature below, I accept this offer for employment.

Name

Date



Disclaimer

This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. If you have received this e-mail by mistake, please notify the sender immediately by e-mail and delete this e-mail from your system.