Company details

ORACLE
8 avenue de la défense
75 000 Paris
01 47 36 89 48
Fax : 01 45 35 87 60
info@oracle.fr

20 février 2019

Applicant's contact information

Mr Max MARTIN
12 rue des Fleuron
75 000 Paris

Courtesy

Dear Mr Martin,

Job title and localisation

International HR manager - Paris

- Recall job interview
- company agreement

Further to your recent interviews, Oracle company is pleased to offer you the position of International HR manager. Your skills and experience will be an ideal fit for our customer service department. This offer is conditional on receiving a satisfactory reference from you last employers.

- Date of beginning of the job
- Recall of the salary

As we discussed, your starting date will be April 1, 2019. The commencing salary is 30 000€ per year.

- Working conditions (working hours, salary, leave…)

Basic hours of work are normally 9 a.m. to 6 p.m. Monday to Friday, but ORACLE can offers a flexible schedule.

Time off accrues at the rate of one day per month for your first year, then increases based on your tenure with the company. Eligibility for the company retirement plan begins 90 days after your start date.

Arrival and integration conditions

During the first week you will work closely with the director of human resources to familiarize you with the company and your duties.

- Legal procedure
- Details about the benefits of the business

Please if you're still interested accept by signing and returning one copy of the contract before the March 1, 2019.

When your acknowledgment is received, we will send you employee benefit enrolment forms and an employee handbook which details our benefit plans and retirement plan.

Courtesy

We look forward to welcoming you to the ORACLE team.

Yours sincerely

Signature and position

Julie Durant
National director