**PREMIER POOL SERVICE**

EMPLOYMENT APPLICATION

[ Month Day, Year ]

[ Applicant’s Name ]

[ Applicant’s Address ] Dear [ Applicant’s Name ],

Following our recent discussions, we are delighted to offer you the position of Pool Cleaning Technician with Premier Pool Service. Our Organization is [ described key highlights about your organization ]. If you join Premier, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of pool service.

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:** [ Position Title ] **Job description:** [ Attach description ] **Start date:** [ Month Day, Year ]

**Salary:** [ $00,000 ] **Probation:** [ 0-Day Probationary Period ]

**Vacation Policy:** After successfully completing your probationary period you will be eligible to accrue PTO at the rate of 8 days per calendar year.

**Hours of work:** [ Time range, weekdays ]

**Reporting to:** [ Supervisor ]

Following the initial probationary period, 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 for the state of Texas.

We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Kind Regards,

[ Owner’s Name ]