



SALARY ADJUSTMENT NOTICE

September 22, 2023

Jane Smith
QA Software Tester
, , , Philippines

Dear Mr./Ms. Smith,

Congratulations!

For a job well done, effective September 22, 2023 your Gross Monthly Salary will be adjusted from Two Thousand Four Hundred Twenty Dollar (USD 2420) to One Hundred Fifty Dollar (USD 150) the adjust will be reflected on your next payroll.

We appreciate your valuable contribution to the growth of this organization.

Yours Sincerely,

Matthew Theodore
September 22, 2023

Matthew Theodore
St Test - Theodore Staging

Received by:

Audrey Del Rosario
Director Of Employment And Regulatory Affairs

Date: