

Date: 15th February, 2020

Employee Name: Emmanuel Adedola

Employee ID: BCI/014

Designation: Human Resources Business Partner

Dear Emmanuel Adedola,

## CONFIRMATION LETTER AS HUMAN RESOURCES BUSINESS PARTNER

Consequent to the review of your performance during your probation period, we have the pleasure in informing you that, your services have been confirmed as **Human Resources Business Partner** effective from 15th February, 2020.

Thank you for all your hard work. The Management is very pleased with your performance and commitment. We appreciate your efforts and achievements so far.

We trust that you will continue with the good work! We look forward to having a mutually rewarding association with you.

Please acknowledge the receipt of this letter, sign and then forward it to the Human Resources department for documentation.

Best Regards,

Seun Olugbodi

**Deputy Managing Director**