



BACKGROUND CHECK INTERNATIONAL
Nigeria's First Background Check Company

Employee Name: **Emmanuel Adedola**

Employee ID: **BCI/014**

Date: **17th February, 2020**

Dear Emmanuel,

**PROMOTION TO THE GRADE LEVEL OF A SENIOR SCREENING
EXECUTIVE**

Based on your continuous performance over the years and our assessment of your readiness to take up higher responsibilities, we are happy to promote you to the grade level position of a **Senior Screening Executive** effective from February, 2020.

The net salary for this position will be **N129, 289.37 (One hundred & twenty-nine thousand, two hundred & eighty-nine naira, thirty-seven kobo)** paid on a monthly basis.

You will report to **Seun Olugbodi, the Deputy Managing Director**. He is looking forward to working with you as you transition into your new role at our company.

Again, congratulations on the new position. We hope that you will put in your effort towards the progress of the organization.

Please let me know if you have any questions regarding your job role, compensation, and benefits package.

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

Best Regards,

Seun Olugbodi
Deputy Managing Director

BACKGROUND CHECK INTERNATIONAL

1, Adekunle Owobiyi Close, off Oladele Kadiri Close, Ogba - Ikeja, Lagos
P. O. Box 13147, Ikeja, Lagos | **Tel:** 234-1-3426267, 234-1-3426268
E-mail: bci@bcilimited.com | **Website:** www.bcilimited.com