

Counter Offer Letter

To,

Mr. Adolf Barrett

Senior HR Manager

HR Department

8th July 20XX

Subject: Counter offer letter for the appointment received on the 7th of July for the position of a senior manager.

Respected Sir,

I would like to thank you for appointing me as a Senior Manager, for the operations department in your esteemed company. The position and the job responsibilities are very interesting and career oriented. I have received an offer of a fixed salary of 16000 pounds per month which includes the other benefits as well.

Even though I am excited with the offer and am eagerly waiting to be a part of this esteemed organization, I have few concerns with regard to the salary benefits offered and I would like to make a counter offer for the salary before joining. I feel based on the market standards and my current work experience, a salary of 24000 pounds per month apart from my travelling and other allowances is appropriate. I would like my offer to be reviewed and a positive decision made at the earliest.

I am eagerly looking forward to start my tenure with your company and will wait for your positive reply.

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