



# VITAL PREPARATORY LOWER BASIC SCHOOL

P.M.B 535 Serrekunda Post Office

Tel: 2199964 / 3919736 / 9921305 / 9922125 / 6611233 / 9919736

Email: vvps\_missions@yahoo.com

24<sup>th</sup> November 2020

Dear Miss. Jarra Badjie,

## **RE: APPOINTMENT LETTER**

I have been directed to offer you an appointment as unqualify teacher with effect from Monday 2<sup>nd</sup> November 2020.

You are required to serve the school for a period of nine (9) months.

Your appointment is based on nine (9) months, contractual basis. Therefore, the termination of this offer is due July 2021.

Your salary will be at the rate of D47, 496 per annum. That is D3,958.00per month. In addition you will be paid a housing, and transport allowance of D1, 000.00. You are expected to abide by staff code of conduct.

Please indicate your acceptance of this offer in writing.

Yours Faithfully,

School Authority

Cc: Rev. Alieu Bayo

Chairman Board of Director

