



Stallion Technologies Ltd Offer Letter Admin Database Dept

Hi Zahan

Placement for IT Database Administrative Specialist

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Congratulations on your successful interview with Stallion Technologies Ltd.

We would be glad to offer you a placement IT Database Administrative Specialist following a successful completion of our organization Training.

We are delighted to get started on this process with you. Here are the Offer Terms:

1. Our IT Database Administrative Specialist will be responsible to handle daily duties in all Database Administration assignments from IT database entries, review of entries to analyze daily input updates, for multiple online client accounts, electronic data analysis, billing clients information reviews, assuring accurate information are retained with some necessary basic programming languages coding or programming that may be necessary to ensure proper uploading or activation of such completed database materials . As a Corporate Administrative specialist you would be assigned other general administrative duties belonging to the company or as assigned for other business functions including, IT research and Listings of sundry businesses, IT customer Service support duties, online placements reviews, maintenance of other companies administrative items especially in areas of billing, accounting, general administrative duties and other related duties that is deem necessary for our corporate productivity in the Administrative department.

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2. The placement would be for an employment salary as a staff employee for a 12 months placement, with the opportunity to renew annually as determined by the company. This placement would entail a relocation to Lagos or Benin where the company currently has or intends to acquire office facilities.

3. The company would provide a functional PC/ Laptop and a work environment with reliable Internet service to support audio and visual internet services.

4. Work location would be in the office or remote at company designated location, however initial training would be at your current home or office location. You must have a functional smartphone and a computer/laptop for training identify such items or absence of such, so we can determine your work training capacity before accepting this offer.

5. Complete a 4 - 6 weeks training period of 20 - 30 training sessions commencing from acceptance of this agreement, with online remote training sessions of about 2 hours or more each session, until all required sessions are completed and we will certify that you have completed all needed proficiencies for an IT Database Administrative Specialist for Stallion Technologies. Sessions are scheduled, at 3 to 5 sessions a week on a specified schedule to be made available weekly.

6. Stipend compensation of N20,000K will be granted for completing the training at N20,000K for 2 weeks

. A monthly remuneration for IT Admin Specialist

- salary pay at N60K per month
- Transport allowance for relation to designated work location
- Stipend may be added for additional work duties i.e., Chat lines coverage, extra assigned work bonuses as may be available in your respective departments.

7. The duty of oversight of your work will be handled from a local area office in any country by an assigned manager, which will be assigned upon completion of your training.

8. Upon acceptance of these terms, a non-disclosure and non-compete agreement will be required between Agent and the company before commencement of Agent

Training and upon completion of the training, an Agent or Agency Contract must be entered between Agent/Agency and the Corporations effective on or before Agent/Agency start date.

Please review and reply to confirm acceptance of these terms. A notice of our organization Agent training schedule and the nondisclosure and none compete clause agreement will be sent to you shortly upon your acceptance.

Accept Terms:

Name: Fanen Zahan
Date: 10-10-2022
Signature: 

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