

Nishnawbe-Aski Legal Services
Corporation

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October 16, 2018

Personal & Confidential

David Sutherland,
15 Riverside Road,
Fort Albany, ON
POL 1H0

Dear David Sutherland,

RE: OFFER OF EMPLOYMENT

Congratulations! We are pleased to offer you a full time position as a Community Release and Reintegration worker for the Fort Albany area at Nishnawbe-Aski Legal Services Corporation.

Upon your acceptance of this offer, you will commence your position on November 5, 2018 at a salary of \$ 50,000 per annum. We offer a benefits package which will be further explained to you. Also, please note, for "Status Indians" this income is currently tax exempt. Your office space is located in Fort Albany, ON and your hours of work are between 9:00 a.m. and 5:00 p.m. Monday to Friday.

Danielle Wood will be your direct supervisor, and you will be accountable to Carol Buswa, Acting Executive Director, for your overall performance.

We will set up your payroll information therefore please bring your banking information, social insurance number, and your Status Card (if applicable) to our HR Clerk on your first day. The overall conditions of your employment are governed by the Policies of NALSC as they are amended from time to time, as well as any applicable governing legislation. Please be advised that this offer is conditional based on our receipt of a recent Criminal Records Check.

We look forward to working with you and welcome you to the NALSC team!

Sincerely,
Nishnawbe-Aski Legal Services Corporation


Carol Buswa
Acting Executive Director

Please confirm your acceptance of employment by providing your signature below.
Thank you.

ACCEPTANCE OF OFFER

I, David Sutherland, hereby accept this Offer of Employment.

Dated at Thunder Bay this 16th day of October, 2018.


Signature

Mailing Address:

1805 Arthur Street East,
Thunder Bay, ON
P7E 2R6

Tel: (807) 622-1413
Fax: (807) 622-3024

mail: info@nallegal.on.ca

Website:
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Head Office:

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