



Offer of Employment Letter

Dear Applicant,

We acknowledge good receipt of your application and congratulate you on passing your interview.

We are very excited to offer you a [full time Certified Nurse Assistant position with our company, congratulations!](#) This, might be the life-changing first step to a wonderful journey towards realizing your American dream. Aguinaldo Ghana Recruitment is here to help you every step of the way.

The opportunity comes with the following:

1. Complete CNA preparatory course and exams support;
2. Sponsored petition for EB3 visa (green card) for you and your immediate family (your spouse and children);
3. Sponsored visa fees for you only (you will be responsible for your immediate family)
4. Sponsored air ticket for you only (you will be responsible for your immediate family);
5. Sponsored two to three months of housing when you arrive in the USA; and
6. Guaranteed [full time Certified Nurse Assistant position in the USA.](#)

[Aguinaldo Ghana Recruitment Agency LTD](#) is a partner of the Chicago, IL-based [United Methodist Homes & Services \(UMHS\)](#), which has been bringing nurses from the Philippines to the United States since 2005. As of now, the number of states where we deploy Filipino nurses has increased to 20 and is growing!

UMHS works with experienced immigration lawyers in Chicago who provide legal services to nurses at no charge! A separate lawyer's fee is charged for every additional dependent. This is a guaranteed, 100% approved petition.

UMHS has affiliations with the best non-profit healthcare providers. Their possible assignments include Medical/Surgical, Sub-Acute Rehab, Long-Term Care, or other units. Information on the facility assignments will be advised as soon as you have the visa interview and are ready for US deployment.

You may find Employer's information through this link <https://umhr.us/about/> and Facebook <https://www.facebook.com/UMHRstaffing>

Aguinaldo Ghana Agency official account: <https://web.facebook.com/aguinaldoghana>

Important facts about the process:

Below you will find a wealth of information to look over and to become familiar with. We know at first this can appear to be overwhelming but remember, we are here along the way to help you.

1. You first need to either accept or decline this offer. Should you choose to accept, kindly sign the relevant portion on the last page of this offer letter and email to us, the signed offer letter;
2. When you accept, you need to pay and go for your pre-employment medical examination at our designated medical laboratory. We will send you a separate letter for your pre-employment medical examination upon emailing us, the evidence of payment;
3. Once you pass the pre-employment medical examination, we will automatically enrol you on our 16-weeks online CNA preparatory course;
4. Upon paying the appropriate fees, we will register you CNA exams;
5. Upon passing the CNA exams, we will first file for your Permanent Labour Certification with the US Department of Labour;
6. We will then petition EB3 visa (green card) for you. We will also petition for your immediate family;
7. We will then enrol you in our IELTS general training course and register you for the IELTS with the British Council;
8. We will then prepare you for visa interview at the US Embassy in Accra (or anywhere else closer to you);
9. Upon passing your visa interview, we will send you your air ticket and you must fly to the USA two weeks after receiving your air ticket. Your family will join you 6 months after your arrival in the USA (when you have settled down).

Timeline for Filing

1. We will petition for your EB3 visa (green card) upon passing the CNA exam. We will then pay for premium processing (over US\$3,000) and will receive approval or otherwise, in between 10 days to 3 months;
2. We will then prepare you and the later present you for your visa interview. This will take between one to 6 months;
3. If we do not encounter any problem in any of the filing processes, the whole process should take 2 to 3 years for you to be in the USA.

Fees for the Program:

We have attached a separate document, **Fees Structure**, that explains, the details of the fees with the detailed breakdown. You will find the fees you need to pay here in Ghana and the one we will pay for you.

Supplementary facts:

1. This is a guaranteed position. We will have a job for you and will not abandon you as the Petitioner.
2. We will Petition under an EB3, Immigrants Visa.
3. This is **NOT** a traveling Nurse position; you will be assigned to one facility. That could change in the future but most likely not.
1. We are asking for a minimum of a four (4) years commitment when you arrive in the USA. **4 - Years Contract or equivalent to 6,240 hours**
4. We reserve the right to have full control over your assignment.
5. We will give you support and guidance through each and every step.
6. If you would like to speak with some of our nurses that are here already in the US let me know.
7. Salary: \$17 - \$25 per hour. The Prevailing Wage is the minimum – but we pay market rates, if higher where possible
8. Minimum of 40 hours per week. Exceeding **40 hours** is counted as overtime hours.

The following fees are paid by the Employer on Nurse's behalf:

1. **FREE** Filing fee
2. **FREE** Permanent Labour Certification filing fee
3. **FREE** Premium Application fee
4. **FREE** Visa Fee
5. **FREE** Legal Fees
6. **FREE** Airfare
7. **FREE** Accommodation for 2 months for Principal applicants only

8. **NO Salary Deductions. No Placement fees. NO Processing fees.**

BENEFITS:

Annual Leave:

1. 10 days of paid vacation leave per year
2. 6 days of Holiday leave per year
3. 6 days of sick leave per year
4. Medical, Dental and Vision Insurance
5. You can bring your immediate family in the United States

States where we deploy Certified Nurse Assistants (CNAs):

Connecticut	Maryland	Pennsylvania
Florida	Massachusetts	Washington
Illinois	Michigan	D.C.
Indiana	Minnesota	West Virginia
Iowa	Missouri	Wisconsin
Louisiana	Nebraska	Seattle,
Kentucky	New Jersey	Washington
		Ohio

Accept or Reject this Offer:

You are free to accept or reject this offer. Should you choose to accept this offer, please note that all fees paid are **NOT refundable**.

Kindly indicate your acceptance by signing below and send us a copy of this signed offer letter by emailing it to support@aguinaldogh.com

Full name:.....

Signature:.....

Date:.....