

Subject: Introduction of Our New Team Member

Dear Team,

I am excited to introduce our newest colleague, **[New Colleague's Name]**, who joined us as a **[Job Title]** on **[Start Date]**.

[New Colleague's Name] comes to us with experience in **[Brief Background or Relevant Experience]** and a passion for **[Relevant Interests or Skills]**. We believe they will be a valuable addition to our team.

Please join me in welcoming **[New Colleague's Name]** to our team. Feel free to reach out and introduce yourself. We look forward to working together!

Best regards,

[Your Name]

[Your Job Title]