Welcome to Your Personalized Onboarding Roadmap!

Dear [Employee's Name],

We are excited to have you join our team! To help you get started, we have created a personalized onboarding roadmap tailored to your role.

Onboarding Timeline

- **Week 1:** Introduction to Company Culture
- **Week 2:** Training on Core Tools and Systems
- **Week 3:** Role-Specific Training and Mentorship
- **Week 4:** Check-in and Feedback Session

Resources

Here are some resources to help you during your onboarding:

- [Employee Handbook](#)
- [Company Wiki](#)
- [Training Portal](#)

We encourage you to reach out if you have any questions or need assistance. Your onboarding buddy, [Buddy's Name], is here to help you navigate your first few weeks.

Looking forward to your success at [Company Name]!

Best regards,
[Your Name]
[Your Position]