

# Welcome to the Team!

Dear [New Hire's Name],

We are thrilled to have you as part of our organization. As you settle into your new role, we want to inform you about our upcoming employee engagement survey.

The survey is designed to gather insights about your experience and engagement levels within the company. Your feedback is crucial in helping us create a collaborative and satisfying workplace.

## **Purpose of the Survey:**

- To understand employee satisfaction and engagement.
- To identify areas for improvement.
- To enhance our workplace culture.

Your responses will be completely confidential, and we encourage you to be honest and open. The survey will open on [Start Date] and close on [End Date].

Thank you for your participation and welcome aboard!

Best regards,

[Your Name]

[Your Position]

[Company Name]