

Team Announcement: New Leadership in Tech Department

Dear Tech Team,

I hope this message finds you well. I am writing to inform you of an important change in our department's leadership.

As of [Effective Date], [Name] will be stepping into the role of [New Position]. [Name] brings a wealth of experience and a fresh perspective that will undoubtedly guide our team towards greater success.

Please join me in welcoming [Name] in their new role. I encourage everyone to reach out and share your support as we embark on this exciting new chapter together.

Thank you for your attention, and let's continue to strive for excellence as a team.

Best regards,

[Your Name]
[Your Position]
[Company Name]