

Letter of Commitment

Date: [Insert Date]

To: [Supervisor's Name]

From: [Your Name]

Subject: Commitment to Improve Work Ethic

Dear [Supervisor's Name],

I am writing to formally express my commitment to enhancing my work ethic and contributing positively to our team. I acknowledge that there are areas where I can improve, and I am dedicated to making the necessary changes.

To this end, I have established the following goals:

- Arriving on time and adhering to my schedule.
- Meeting deadlines consistently and proactively managing my workload.
- Engaging in open communication with my team members and supervisors.
- Seeking feedback regularly to identify areas for growth.

I appreciate the support I have received thus far and am eager to demonstrate my commitment through actionable steps. Thank you for your guidance, and I look forward to showing my progress in the upcoming weeks.

Sincerely,

[Your Name]

[Your Job Title]