

# Recruitment Announcement

Dear [Team/Department Name],

We are excited to announce that we are expanding our team and looking for a new [Job Title] to join us.

Position: **[Job Title]**

Location: **[Location]**

Job Type: **[Full-time/Part-time/Contract]**

Responsibilities:

- [Responsibility 1]
- [Responsibility 2]
- [Responsibility 3]

Qualifications:

- [Qualification 1]
- [Qualification 2]
- [Qualification 3]

If you know someone who would be a great fit for this position, please encourage them to apply. Interested candidates can send their resumes to [Contact Email] by [Application Deadline].

Thank you for your attention and support.

Best regards,

[Your Name]

[Your Job Title]

[Company Name]