

# New Hire Announcement

Dear Team,

We are pleased to announce that we have a new addition to our team!

Please join us in welcoming [**New Hire's Name**], who will be joining us as a [**Job Title**] starting on [**Start Date**].

[New Hire's Name] brings a wealth of experience in [**brief description of relevant experience**] and we are excited to have them on board.

We encourage everyone to introduce themselves and help [New Hire's Name] feel at home in our company.

Best regards,

[**Your Name**]

[**Your Position**]

[**Company Name**]