

# Announcement of Team Member Elevation

Dear Team,

We are excited to announce that **[Employee Name]** has been elevated to the position of **[New Position]**, effective **[Effective Date]**.

Since joining our team in **[Joining Year]**, **[Employee Name]** has shown exceptional skills in **[Key Skills/Contributions]**. We believe this new role will allow them to further excel and contribute to our organization.

Please join us in congratulating **[Employee Name]** on this well-deserved elevation. We look forward to seeing all the great things they will accomplish in their new role.

Best Regards,  
[Your Name]  
[Your Position]  
[Your Company]