

Employment Notice

Date: [Insert Date]

To Whom It May Concern,

We are pleased to announce that [Courier Service Name] is expanding and we are looking for dedicated individuals to join our team.

Available Positions:

- Delivery Driver
- Warehouse Associate
- Customer Service Representative

Job Requirements:

- Valid driver's license for delivery positions
- Strong communication skills
- Ability to work in a fast-paced environment

How to Apply:

Interested candidates are encouraged to submit their resumes and a cover letter to [email@example.com] by [insert deadline].

We look forward to hearing from you!

Best regards,
[Your Name]
[Your Position]
[Courier Service Name]