

Company Newsletter - Promotion Update

Dear Team,

We are thrilled to announce the promotion of **John Doe** to the position of **Senior Project Manager**. John has been an invaluable asset to our team since joining us in **2018** and has consistently demonstrated exceptional leadership and dedication.

In his new role, John will be responsible for overseeing multiple projects and mentoring our project teams. Please join us in congratulating him on this well-deserved promotion.

We look forward to seeing the continued positive impact John will have on our company.

Best regards,
The HR Team