

Employment Proposal Approval

Date: [Insert Date]

[Your Name]

[Your Position]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We are pleased to inform you that your employment proposal has been approved. We believe that your skills and experiences will be an invaluable addition to our team.

Your start date will be [Insert Start Date], and your position will be [Insert Position Title]. Further details regarding your role will be shared during your onboarding process.

We are excited to welcome you aboard and look forward to your contributions to our company.

Best regards,

[Your Signature]

[Your Name]

[Your Position]

[Company Name]