

Team Notice: New Hire Announcement

Dear Team,

I am excited to inform you about the addition of a new member to our team. Please join me in welcoming **[New Hire's Name]**, who will be joining us as **[Job Title]** starting on **[Start Date]**.

[New Hire's Name] comes to us with a wealth of experience in **[Relevant Experience or Skill]** and has previously worked at **[Previous Company]**. We believe that **[he/she/they]** will be a valuable asset to our team.

Please take a moment to introduce yourself when **[New Hire's Name]** starts. We're thrilled to have **[him/her/them]** on board!

Best regards,

[Your Name]
[Your Job Title]
[Your Company]