

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my heartfelt appreciation for the recent advancement in my career. I am truly grateful for the opportunities and support I have received during my time at [Company/Organization Name].

Your guidance and leadership have been instrumental in my professional growth. I am excited to take on new challenges and contribute to the team in a more significant way.

Thank you once again for believing in my potential and for your unwavering support. I look forward to continuing to learn and grow under your mentorship.

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]