

# Employee Recognition Announcement

Dear Team,

We are excited to announce that **[Employee Name]** has been recognized as our Employee of the Month for **[Month, Year]**.

**[Employee Name]** has consistently demonstrated outstanding performance, dedication, and teamwork. Their contributions to **[specific project or task]** have made a significant impact on our success.

Please join us in congratulating **[Employee Name]** on this well-deserved recognition. We will celebrate their achievement at our upcoming team meeting on **[date]**.

Best Regards,

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