

International Posting Appointment Letter

Subject: Appointment as General Manager – International Assignment

Dear [Candidate's Name],

We are pleased to appoint you as General Manager at our [country/location] branch of [Company Name], effective [start date].

Your role will include overseeing international operations, managing local teams, and implementing corporate strategies. Compensation, allowances, and travel support are included as per company policy for international postings.

Kindly sign and return this letter to confirm your acceptance. We look forward to your leadership in our global operations.

Sincerely,

[Your Name]

[Designation]

[Company Name]

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