

Informal, friendly employment message for new hires

Hello [Candidate Name],

Welcome aboard! We're thrilled to have you as our new [Position Name] at [Company Name]. Your first day is [Start Date].

Feel free to reach out if you have any questions before starting. Looking forward to an exciting journey together!

Cheers,

[Sender Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/sample-employment-offer-and-contract>