

Simple and casual email for temporary hiring

Subject: Excited to Have You Join Us Temporarily!

Hi [Candidate's Name],

Great news—we'd love to bring you on board at [Company Name] for a temporary role as [Job Title]. The job starts on [Start Date] and runs through [End Date]. You'll be working with [Team/Department], and I'm confident you'll enjoy the experience.

The pay is [Rate/Salary], and you'll report directly to [Manager's Name]. This position is temporary, but we value your contribution and are excited to have you with us for this period.

Please reply to this email by [Deadline] to confirm. Looking forward to your positive response!

Best,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/temporary-employment-offer-letter>