

Download Welcome Letter To A New General Manager

The welcome letter from the manager tells the new employee about the relationship she will have with the manager. It may mention the manager's expectations and goals for the new employee. Its goal is to make the employee comfortable starting her new job. This is a difficult goal to set in sending a welcome letter. New Manager Announcement Letter. Mr. Watson is a talented individual and is known for his discipline and punctuality in his work. Previously he was posted as Deputy General Manager with the BIM Software Corporation. He has over eighteen years of rich experience in the field of software development and marketing. Mr. Subject: General Manager Announcement letter Dear Employees, With a great honor and pride, I would like to announce and inform all the employees and colleagues that Mr. Ronald Paul has been appointed as the new General Manager of the sales department of Wisdom Enterprises Limited. Welcome Letter To New Employee from Manager Sample welcome letter for new employee. Manager is welcoming new employees of his organization or company to set the tone for relationship.