Company name welcomes new role

Company, one sentence description of company/organisation has appointed name, a 3-5 words about the person, to the role of position title.

Company representative’s job title name of representative says that the appointee has a statement about the value that this person will bring to the role.

“I am excited to welcome first name of appointee to the role/leadership team/company/organisation and am looking forward to working with him/her to statement about what you can achieve together,” says last name of speaker.

2-3 sentence biography about the person being appointed – most recent role, what this person achieved in this role, previous experience if applicable, anything noteworthy such as awards.

Last name of appointee says he/she is delighted to be joining the company/organisation at a pivotal time in its evolution. Optional sentence about why this appointment has been made at the right time for the organisation.

“Quote from appointee offering opinion as to why they are excited to have been appointed,” Quote from appointee offering opinion as to why they are excited to have been appointed.

1-2 sentence conclusion which can reference additional attributes about the new appointee such as volunteer work and/or the date they will start and the city they will be working in.

**About** **Company**

3-4 short sentences about the company/organisation that includes its full name, what it does, anything interesting such as longevity of business or prestigious awards gained, number of employees and/or offices if significant, invitation to visit website.