

## Congratulations On New Job Sample Letter #3 – To Superior

From

\_\_\_\_\_

To,

\_\_\_\_\_

\_\_\_\_\_

Subject: Appraising your superior on his New Job

Congratulations Sir on your New Job role. We are proud to have you in as our superior. As a friend, you were very close to us than a superior. We are very happy to know that you have got a new job in \_\_\_\_\_. We will be missing you here but will be in contact with you.

Warm Wishes on your New Job. We are expecting a party at our next meet.

Regards