



**COMPANY LOGO**  
Graphic Solutions

2023-08-31

To, oper1,  
Finance Manager,  
test department.

fghgf

katry2@gmail.com  
12123245435

Dear oper1,

### Job Enlargement

We have taken a keen interest at your performance and dedication over the time and we are impressed with the same. Management believes you are an asset to the company and commends your effort. As you may be aware, we are currently working on the \_\_\_\_\_(Insert Project Name)\_\_\_\_\_.

Based on your record, we are hopeful that you will do very well in this project as your experience and skill match the requirement of the project. As a member of this project, Management has approved a reward for you.

Kindly acknowledge this letter and your thoughts about the project on or before \_\_\_\_\_(Date)\_\_\_\_\_.

Welcome onboard.

With regards.

For Debbmartins Nigeria Ltd....



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