

May 5th, 2024

To:

Jasmine [REDACTED]
[REDACTED]
[REDACTED]

Dear Jasmine,

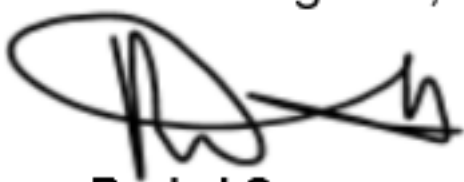
On behalf of the entire team at Align Ergonomics, I am delighted to extend a warm welcome to you! We are thrilled to have you join our company as our new Executive Assistant, and we are confident that your skills and expertise will be invaluable to our team.

You will be working directly with our CEO, David Lee, who is eager to collaborate with you and support you in your role. David is committed to fostering a culture of excellence, innovation, and collaboration, and he is looking forward to working closely with you to achieve our company's goals.

As you embark on this new journey with us, please know that you have our full support and resources at your disposal. We are here to help you succeed and thrive in your role. Your contributions will play a crucial role in our company's success, and we are excited to see the impact you will make.

Once again, welcome to Align Ergonomics! We are thrilled to have you on board and look forward to working together to achieve great things.

Warm regards,

A handwritten signature in black ink, appearing to read "Rachel Connors". The signature is stylized and cursive.

Rachel Connors

Recruitment Specialist

Align Ergonomics