

Hey [Friend's Name],

I hope this letter finds you well! I just wanted to share some exciting news with you-I've started a new job!

After a bunch of applications and a few pretty nerve-wracking interviews, I finally landed a position at [Company Name]. I've only been here for [time you've been at the new job], but I already feel like I'm learning so much. My official title is [Your Position], and I'll be working mostly on [briefly describe your main tasks or responsibilities]. It's quite a change from what I was doing before, but so far, it feels like the perfect next step for me.

The team here is amazing-really friendly and welcoming. My manager, [Manager's Name], has already taken me under their wing, and I can already tell I'm going to learn a lot from them. The company atmosphere is really positive, which makes a huge difference! I've even started joining in for lunch with my coworkers, and we've had a few laughs already.

Of course, starting something new comes with its own set of challenges. There's a lot to take in, but I'm excited for what's ahead. I'm really looking forward to growing in this role and seeing where it takes me.

Let me know how things are going with you. I'd love to catch up soon-maybe grab a coffee or chat over the phone. Miss you!

Take care,

[Your Name]