English homework

BTS SIO 2

L’Aiguille Elisée

To: richardmars@lionfltd.ac.mu

Subject: Proposal for implementing a four-day workweek policy

Dear Mr Mars,

I hope this email finds you well. I am writing to propose an idea that could significantly enhance employee satisfaction and productivity at Lion Fields LTD.

I suggest that we consider implementing a four-day workweek policy, where employees will work four days a week instead of the usual five day a week of work. With this new policy, the workweek of 40 hours will be reduced to 32 hours, while maintaining the same pay.

The four-day workweek policy has several potential benefits for the company such as an increase in the productivity of the employees and their dedication to the company. This is because they have more time to rest, which leads to a higher level of energy and engagement.

Furthermore, this policy could help to recruit the top talent. Nowadays it is difficult to attract the best talent and to retain them. In today’s job market, employees are looking for flexible hours and a better work life balance. By offering a four-day workweek, we can attract employees and retain them.

In addition to all that, employees who work five days a week can feel stressed and overworked by the amount of work and the hours spent. This can lead to burnout and lessen the productivity of the employees.

In conclusion, I believe that a four-day workweek policy could not only benefit the employees but also the company as it would increase the productivity.

Thank you for your time and consideration.

Best Regards,

Tom Fig

Senior Engineer

Lion Fields Ltd.