ព្រះរាជាណាចក្រកម្ពុជា

**ជាតិ សាសនា ព្រះមហាក្សត្រ**

**3**

@DateNow

Name : @EmpName

Staff ID : @EmpCode

Position : @PositionENG

**RE: LETTER OF PROMOTION**

**Dear** @EmpName

I have a pleasure to inform you that with effect from @EffDate you will be promoted to be a **@NewPos** as a result of this promotion, your salary has been revised to USD **@Salary** ( @WSalary\_NUM\_EN ). All other conditions of service remain unchanged.

**@EmpName** , May I take this opportunity to congratulate you on your new position.

I look forward to your commitment and effort in contribution to the future growth of the company.

Yours sincerely,

**@HDName**

**@HDPosition**