

Employee Feedback Email Sample 1

Subject: Employee Feedback

Dear [First Name of the Employee],

Our company [Company's Name] is proud to have individuals like you working and contributing their efforts to this organization. Your performance at the [Project Name] as the [Employee's Role] was truly remarkable. With your dedication and hard work, we were able to satisfy the client completely.

Moreover, the client has also entered into a five-year contract with our company for the same project in their offices that will be inaugurated over five years all over the globe. It became possible just because of your leadership abilities and the tiring efforts and hard work of your whole team.

On behalf of the executive management of the company, I would like to congratulate you and your team on this marvelous achievement. I will keep in mind your efforts and will personally recommend bonuses and increments for you and your whole team.

Hopefully, you will keep us feeling proud so best of luck in the future.

Yours Truly,

[Sender Name]

[Sender Designation]