

Subject: Congratulations on completing your probation period at [Company Name]

Dear [Candidate Name],

I hope you are doing well and enjoying your role as [Job Title].

I am reaching out to congratulate you on officially completing your probation period. It has been great to hear positive feedback regarding your integration into the team and your contributions so far.

As your recruiter, I would love to hear about your experience now that you have settled in. How are you finding the company culture and the day-to-day responsibilities compared to your initial expectations? Is there anything I can assist you with at this stage?

I am also available if you would like to hop on a quick 5-minute call to catch up.

I wish you continued success in your career with [Company Name]. Please stay in touch!

Best regards,

[Your Name]

[Your Title]

[Your Agency/Company Name]