

# New Hire Press Release Template

[Company Name]

[COMPANY LOGO]

[Name of Media Contact Person]

[Phone Number of Media Contact Person]

[Email Address of Media Contact Person]

[Release Date]

**FOR IMMEDIATE RELEASE** or **FOR RELEASE**  
[DATE/TIME] or **EMBARGOED UNTIL** [DATE/TIME]

**[COMPANY NAME] ANNOUNCES APPOINTMENT OF [NEW HIRE NAME]**  
**AS THE NEW [JOB TITLE OF NEW HIRE]**

[Optional: Press release subtitle]

**[Date, City, State]**—[Company name] is thrilled to announce the appointment of [New hire name] as the new [job title of new hire]. [New hire] brings a wealth of experience, expertise, and a proven track record of success, making them a valuable addition to the [Company name] team.

[Body paragraphs that share background information about why this announcement is significant and relevant to your target audience. You can include the new hire's track record in your industry, their vision for the future, and quotes from both the new hire and an executive.]

About [Company name]:

[Include the company boilerplate, which is a paragraph that describes your company and its offerings, achievements, and mission/vision]. For further information, please visit [company website].

La~~A~~phills

[Call to action]

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