Informal tone used within a startup or friendly culture

Hey [Employee First Name],

Just a quick note to say you've officially passed probationâ€"great job! From [Date], you're confirmed as a full-time [Job Title].

We're glad to have you on board and excited to see what you'll do next.

Cheers,

[Manager's First Name]

Get more templates here:

https://www.lettersandtemplates.com/letters/confirmation-letter-after-probation