July 29, 2010

Staff

Literature Department

University of London

New Cross

London, SE15 6NW

Subject:  Dr. Vanessa Evans to be new professor

Dear staff,

I am happy to inform you that Dr. Vanessa Evans will be one of your faculty starting next month.  Dr. Evans will be teaching literature courses as well as be involved in a current research grant.  Dr. Evans is a graduate of this university from her undergraduate to doctorate degree.  She worked for five years in the United States and decided to return to the country last year.  Dr. Evans has a wide range of experience in the field of literature and teaching, having attended several trainings here and abroad.  Some of her works have already been published and she is working on a new book on new teaching techniques.  I am sure that you will find Dr. Evans a worthy addition to the department.

Let us all welcome Dr. Evans in the department.

Respectfully,

Prof. Mark Higgins

Head, Literature Department