

**FirstName LastName**

City, STATE

email@address.com | (123) 456-7890 | <https://www.linkedin.com/in/profile>

May 23, 2023

Name of Hiring Manager

Their Title (It's ok to use "Hiring Manager" if you don't know whom you're addressing)

Company Name

City, State

Hi [FirstName],

Thank you so much for taking the time to meet with me for the interview. I appreciated the chance to learn more about you and the Insert Company Name team.

Based on the key points we discussed, I feel I would be a fantastic match for the job because of the priority we both place on key topic of discussion #1, the emphasis we both share on key topic of discussion #2 and key topic of discussion #3.

Lastly, I want to reconfirm my interest in the position. After speaking with you, I was more excited about the opportunity because you verified the company supports my interests related to your personal value #1 and your personal value #2.

Thank you again,

FirstName LastName

Phone number