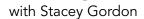
Writing a Resume





Follow-Up Email after Submitting an Application

Subject Line: Follow-up to online application for the [job title] position
Hello,,
I am contacting you because I submitted my resume for the [job title] position [(requisition number xxxx)] and I am extremely interested in the position. I believe my skills and experience are a great match for the job, and I would like the opportunity to speak with you about my candidacy.
For your convenience, I have attached a copy of my resume. Please let me know if you have some time this week to speak with me.
Thank you in advance for your time.
Sincerely,