

Thank-You after Interview

Thank you for taking the time to meet with me and sharing your insights about working for the [company name].

I am excited about the possibility of working with each of you because the scope of the job fits well with my skill set, my personality, and my passion for [insert applicable job skills].

My experience in [fill in something you did not mention in the interview OR reiterate an important skill] shows I have the ability to get up to speed quickly within this position. I hope I provided enough information into my qualifications as to ultimately be chosen as the top candidate.

Again, thank you for your time and consideration. I look forward to working with you.

OR

Thank you for your time today. I appreciate you providing me with an accurate overview of the company's expectations with regard to [e.g., sales targets]. I understand that it is a main concern of yours to ensure you hire the right person who will make your job easier and the company more profitable; I believe I am that person.

I look forward to working with you in the capacity of [job title] because I truly feel that is where my experience can best add value.

Looking forward to next steps.