

SAMPLE THANK YOU LETTER

print version

November 5, 2010

Mr. Alex Simpson
College Recruiting Manager
Talecris Biotherapeutics
4101 Research Commons
Research Triangle Park, NC 27709

Dear Mr. Simpson:

Thank you for taking the time to speak with me yesterday at the PAMS Career Fair at NC State. As you may remember, I am graduating in May with a B.S. in Statistics. You had recommended the Analyst position in the Economics Department as a career that would allow me to blend my interest in forecasting with my analytical skills.

I would like to restate my strong interest in this position, and I have attached a copy of my updated resume for your review. Thank you for your consideration, and I hope to hear from you soon.

Sincerely,

Uma Shah

Uma Shah

Senior, Statistics
President, Mu Sigma Rho
North Carolina State University
usshah3@ncsu.edu