

Your Name
Your Address
City, State Zip
Phone Contact
Emailaddress@provider.com

Date

Interviewer Name, Title
Company
Street/Mailing Address
City, State Zip

Dear Interviewer,

I wanted to let you know of my continued interest in the Human Resource Manager position I interviewed for last week. I felt that our conversation was informative for us both, and I am excited about ABC, Inc.'s intention to acquire several new companies this year to expand their product line.

My intention to seek a position as a Human Resource Manager in your industry remains my primary focus, and I would relish the opportunity and challenge of working in that capacity with ABC, Inc.

Certainly I look forward to continuing this process and await your call to schedule our next visit. Thank you for your interest.

Sincerely,