

Following up on [Job Title] application

Dear [Hiring Manager Name],

Thank you so much for taking the time to talk to me about the position of [Job Title] at [Company Name]. It was a pleasure to learn more about [strategy / upcoming challenges / core company values / industry insights].

Every detail you have provided me about the position really made me trust that I will enjoy and contribute greatly to the department with my [your specific area of expertise and the benefits it will make to the company].

Attached you can find the details of some of my projects we have talked about. I really feel there are common grounds that will develop the [a project / a KPI / a strategy you have talked about during the interview of the company].

Thank you once again for your time, [Hiring Manager Name].

Best regards,

[Your name and surname]