

Show your appreciation

Highlight an aspect of the conversation

Reiterate your relevant qualifications

Communicate your continued interest in the opportunity

Dear Maria Hernandez,

Thank you for taking the time to interview me for the position of Financial Services Representative with Pacific Insurance.

I am even more interested in this role after hearing you share details about the position and the cross-collaborative team structure. Specifically, I am eager to use the skills I have developed in my role as vice president of finance for Alpha Beta Gamma, combined with the knowledge I gained from my internship at Sure Realty, to deliver the exceptional service that your clients expect and deserve.

I would like to reiterate my strong interest in both the position and joining your team. Thank you in advance for your consideration.

Sincerely,  
Jamie Nassar  
847-555-9876  
jamienassar@northwestern.edu