Interviewer’s Name
Title
Business
Address

Dear Mr. Galih,

I want to thank you for the chance to be interviewed for the assistant project manager position yesterday. It was a pleasure to talk to you and become more familiar with your business and its services.

My interest in working for you and meeting all your needs and requirements for the position increased after the interview. I think my past experience and education has prepared me well to fill the position and I would work hard to make a significant contribution to your business.

I want to restate my interest in the position and become a part of your team. The position holds many opportunities that I am seeking. If you need, please don’t hesitate to contact me at 511-555-1151 or fclancy@e-mail.com for any additional information.

Thanks again for your time and consideration.

Sincerely

(Signature)