

INTERVIEW THANK-YOU LETTER

2051 Glenview Terrace
Brighton, MA 02135

February 8, 2010

Mr. Ricardo Dominguez
Dominguez Boots and Shoes
304 Llewellyn Drive
Brighton, MA 02135

Dear Mr. Dominguez:

Thank you for taking the time to meet with me yesterday.
I was impressed by your store.

I am very interested in the sales position that is available.
As I mentioned during the interview, my time selling candy
door-to-door for my soccer team has given me great expe-
rience in customer service. Working at Dominguez Boots
and Shoes would be an excellent way for me to develop my
sales skills.

I appreciate your considering me for the sales position. I
will contact you later in the week to answer any questions
you may have. If you would like to contact me before then,
please call me at (617) 555-9625.

Thank you for your time.

Sincerely,

Kameika Moore

Kameika Moore

← Thank-you comment

← Confirmation of your
interest in the job;
highlight your strengths

← Follow-up
information