

Request for Rehire

Date: [Insert Date]

[Recipient's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request consideration for reemployment at [Company's Name]. Having previously worked as [Your Job Title] from [Start Date] to [End Date], I gained invaluable experience and developed strong professional relationships during my time there.

Since leaving the company, I have [briefly explain what you have been doing, skills acquired, or any pertinent experience]. I believe these experiences have further prepared me to contribute effectively to the team at [Company's Name].

I truly enjoyed working with everyone at [Company's Name] and have always admired the company's commitment to [mention any core value, project, or initiative related to the company]. I am enthusiastic about the possibility of bringing my skills back to the organization.

I would appreciate the opportunity to discuss my rehire and any potential roles I could fill. Thank you very much for considering my request. I look forward to the possibility of working together again.

Sincerely,
[Your Name]
[Your Phone Number]
[Your Email Address]