

Employment Application Confirmation

Dear [Applicant's Name],

Thank you for your application for the position of [Job Title] at [Company Name]. We have received your application materials and will review them carefully.

We appreciate your interest in joining our team and will get back to you shortly regarding the next steps in the hiring process.

If you have any questions in the meantime, please feel free to reach out to us at [Contact Information].

Thank you once again for your interest in [Company Name].

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[Company Phone Number]