

Inquiry for Part-Time Work Schedule

Dear [Hiring Manager's Name],

I hope this message finds you well. My name is [Your Name], and I am writing to inquire about the possibility of part-time work opportunities at [Company Name]. I am particularly interested in understanding the potential work schedule and availability for part-time positions within your organization.

I have a strong background in [Your Background/Skills] and believe that my skills would be a valuable addition to your team. I am available to work [insert your available days/times], and I am eager to contribute positively to [Company Name].

Thank you for considering my inquiry. I look forward to your response.

Best regards,
[Your Name]
[Your Contact Information]