

Follow-Up Letter After Library Job Interview

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Hiring Manager's Name]

[Library Name]

[Library Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I hope this message finds you well. I wanted to extend my gratitude for the opportunity to interview for the [Job Title] position at [Library Name] on [Date of Interview]. It was a pleasure to learn more about the wonderful work your team is doing and to discuss how I might contribute to your mission.

After our conversation, I am even more excited about the possibility of joining your team and contributing to [specific project or goal discussed in the interview]. Please feel free to reach out if you need any more information from my side. I look forward to the possibility of working together and hope to hear from you soon regarding the next steps in the hiring process.

Thank you once again for the opportunity.

Sincerely,

[Your Name]