

# Notification for Career Plan Discussion

**Date:** [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally notify you of my interest in discussing my career plan and development within the company. I believe that a thorough discussion would benefit my professional growth and align my goals with the objectives of our team.

Could we schedule a meeting at your earliest convenience? I am flexible with timings and can adjust to your availability.

Thank you for considering my request. I look forward to our conversation.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]