

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Hiring Manager
Company Name
Company Address
City, State, Zip Code

Dear Hiring Manager,

I hope this message finds you well. I am writing to formally request a re-evaluation of my job application for the [Job Title] position that I applied for on [Application Date]. I appreciate the time and effort you and your team put into the hiring process.

After reflecting on my application and the skills I possess, I believe that my qualifications align strongly with the needs of your team, particularly in [mention any specific skills or experiences that are relevant]. I am eager to bring my experience in [your area of expertise] to [Company Name] and contribute positively to your projects.

If possible, I would greatly appreciate any feedback regarding my application or the reasons for the initial decision. I remain very interested in the opportunity and would welcome the chance to discuss my application further.

Thank you for considering my request. I look forward to the possibility of your response.

Sincerely,
Your Name