

Job Offer Negotiation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Hiring Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

Thank you for extending the offer for the [Job Title] position at [Company Name]. I am excited about the opportunity to work with such a talented team and contribute to [specific company goal or project].

Before I accept the offer, I would like to discuss the possibility of incorporating remote work flexibility into my role. With the shifting landscape of work environments, I believe that a hybrid model would not only enhance my productivity but also align with the company's progressive approach to modern working practices.

I would appreciate the opportunity to discuss this further. Thank you again for the offer, and I look forward to your response.

Sincerely,

[Your Name]