

Application for Job Share Position

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the job share position for [Job Title] as advertised on [where you found the job posting]. I am excited about the opportunity to collaborate and share responsibilities with another dedicated professional while contributing to [Company's Name].

With my background in [Your Field/Industry] and experience in [specific skills or experiences relevant to the job], I believe that I would be an excellent fit for this role. I am seeking a job share arrangement that allows for flexibility while maintaining a high level of productivity and teamwork.

I am confident that my skills in [specific skills] and my ability to work well in a shared environment would benefit your team. I am looking forward to the possibility of discussing how my partner and I can best serve [Company's Name] together.

Thank you for considering my application. I look forward to the opportunity to speak with you further about this exciting job share opportunity.

Sincerely,

[Your Name]