

Job Offer Negotiation Letter

Dear [Hiring Manager's Name],

I hope this message finds you well. I would like to express my gratitude for the job offer for the [Job Title] position at [Company Name]. I am excited about the opportunity to join your esteemed organization.

After reviewing the offer, I would like to discuss the possibility of adjusting [specific terms you want to negotiate, e.g., salary, relocation assistance, or benefits]. Based on my research and industry standards, I believe that a salary of [proposed salary] would be more in line with my experience and the responsibilities of the role.

I am confident that my skills in [mention relevant skills or experiences] will contribute significantly to the success of [Company Name]. I am looking forward to your response and hope we can find a mutually beneficial agreement.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Contact Information]