

Job Offer Negotiation for Flexible Work Hours

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 position of [Job Title] at [Company Name]. I am very excited about the opportunity to join your esteemed team.

Before I formally accept the offer, I would like to discuss the possibility of flexible work hours. I believe that having the ability to adjust my work schedule would significantly enhance my productivity and work-life balance, ultimately benefiting the team and the organization.

I am very much looking forward to contributing to [Company Name], and I believe that with a flexible work schedule, I will be able to bring my best self to my role. Would it be possible to arrange a time to further discuss this aspect of the offer?

Thank you for considering my request. I am looking forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]