

Request for Salary Negotiation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Manager's Name],

I hope this message finds you well. I am writing to discuss my current salary as the Logistics Coordinator at [Company Name]. I have greatly enjoyed my role and am proud of the contributions I've made to the team, especially in enhancing our logistics processes and improving efficiency.

Given the increased responsibilities I have taken on and industry standards for similar positions, I would like to propose a review of my current salary. I believe that a discussion regarding my compensation would reflect my commitment and contributions to the company.

I would appreciate the opportunity to meet with you to discuss this matter further. Thank you for considering my request, and I look forward to your response.

Best regards,

[Your Name]