

# Follow-Up Letter for Editorial Assistant Application

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to follow up on my application for the Editorial Assistant position at [Company Name] that I submitted on [Date of Application]. I remain very enthusiastic about the opportunity to contribute to your team.

As a quick reminder, I have a background in [Your Relevant Experience or Education], which I believe aligns well with the needs of your editorial team. I am eager to bring my skills in [Specific Skills Related to the Job] to [Company Name].

If there are any updates regarding my application status or the timeline of the hiring process, I would greatly appreciate your insight.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Warm regards,

[Your Name]

[Your Phone Number]

[Your Email Address]