

# Follow-Up on My Application for Publishing Assistant Position

Dear [Hiring Manager's Name],

I hope this message finds you well. I wanted to follow up regarding my application for the Publishing Assistant position that I submitted on [application date]. I am very enthusiastic about the opportunity to join [Company Name] and contribute to your team.

If you need any further information or documentation to assist in the decision-making process, please feel free to let me know. I appreciate your time and consideration and look forward to any updates you may have.

Thank you once again for considering my application. I hope to hear from you soon.

Sincerely,  
[Your Name]  
[Your Phone Number]  
[Your Email Address]