Templates for thank-you

**Dear [insert name],**

**Thank you for connecting with me today to discuss the job opportunity at [insert company name].**

**I am very interested in the role and believe my skills would be an excellent match for the position as you described it. With more than [three/seven/fifteen] years of [management/financial accounting/investment banking] experience, I could immediately begin to contribute to your firm as it [transitions/expands/seeks new clients].**

**On a personal note, I really enjoyed talking to you about [our alma mater/love of basketball/interest in cooking].**

**I look forward to hearing from you soon. Please don’t hesitate to ask if there are any other questions I can answer about my work experience and how I might contribute to your company.**

**Best regards,**

**[your name]**