

Model Thank You Notes

Dear _____,

Thank you so much for the opportunity to discuss the ISO Education and Instructional Designer position this morning. Thanks also for explaining some of the challenges of getting the labs ready to begin the application process. I feel strongly that I can use my design skills and Sears ISO experience to help your team. Again, many thanks.

Sincerely,

Dear _____,

It was great to see you again this morning. Thanks for filling me in on the very positive instructional design environment at the CAP. I was quite impressed with the ISO team members I interviewed with and hope I can contribute to this team's success. Hope to talk to you again soon.

Sincerely,

Dear _____,

Thank you so much for bringing me in to interview for the ISO Education and Instructional Designer position. Thanks also for taking me through the details of the benefits at the CAP. I was really impressed with your organization and the members of the ISO team. I would welcome the opportunity to use my instructional design skills to contribute to the ISO team's success. If you have any further questions please don't hesitate to contact me. Again, many thanks.

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