

英语面试技巧：至关重要的感谢信 PDF转换可能丢失图片或格式，建议阅读原文

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The post-interview thank-you letter is the last, crucial link in the chain. If you follow the format below and follow up with EVERYONE you met during the job interview, your chances of getting that job will increase dramatically. We estimate that only 5% of applicants ever send a thank-you letter. That means this letter will put you ahead of about 95% of the competition for your next job. What could be easier? And don't be put off by the brevity of this thank-you letter. You need not write a long volume to thank people for their time. Most employers will be shocked - and impressed - to receive any letter at all. Dear ***: I want you to know that I am extremely interested in the position of INSERT TITLE we discussed today. Based on the needs for INSERT JOB DESCRIPTION you outlined in our talk, I am sure that my skills in INSERT 2-3 SKILLS can help you in this area. In any event, I want to thank you for your time and consideration. It was indeed a pleasure to meet you and INSERT ALL OTHER NAMES. Thank you very much for your time and consideration. Please let me know if you require any additional information to make your decision. I look forward to hearing from you soon. 相关推荐：

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