

STAND OUT AT INTERVIEWS & NETWORKING EVENTS

Thank You Letter Sample - Mentioning Interview Afterthoughts

Maninder Khan
90 Suburban Street
Rexall, Ontario
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Ms. Valerie Karpenko, Technical Solutions Manager
MP Environmental Solutions Canada Ltd.
8 Crossroads Avenue
Tiny Town, Ontario
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February 20, 2017

Dear Ms. Karpenko,

“Our proudest achievement is what we as a team do every single day: Provide technical solutions for a greener, cleaner world”.

Thank you so much for that response to a question I had asked you in my interview this morning. Those words of yours affirmed my belief that MP Environmental Solutions Canada would be an amazing place to work.

I am convinced that from my extensive academic, extra-curricular and work pursuits, I possess the 3 ingredients you identified as being essential in your new Sustainability Coordinator: a commitment to environmental protection; a solid knowledge of sustainability matters related to energy, water, transportation and waste management; and strong computer and administrative skills in research, report writing and developing communication materials.

In our meeting, you also mentioned that your ideal candidate would have experience with public speaking and facilitating business presentations to potential clients. I wanted to add that for the past 3 years, I have been actively involved in promoting York University to prospective students and their families as a Campus Ambassador, and that I have served as a Frosh/Orientation Leader to new students beginning their first year of studies.

If you have any additional questions for me, please feel free to contact me at (818) 181-8181 or by e-mail at maninderkhan@gmail.com. Thank you again for your time and consideration.

Yours truly,
Maninder Khan