

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

[Date]

[Interviewer's Name]
[Interviewer's Title]
[Company Name]
[Company Address]

Dear *[Interviewer's Last Name]*,

Thank you very much for taking the time to speak with me on *[Date]* regarding your experience as a *[Interviewer's Job Title]* at *[Company Name]*. I truly appreciate you sharing your insights into the industry and the career path you have taken.

Our conversation regarding *[Specific Topic or Advice Discussed]* was particularly helpful. It gave me a much clearer perspective on *[What You Learned or How It Impacted Your Goals]*. I also plan to follow up on your suggestion to *[Action Item or Resource Mentioned]*.

I am even more enthusiastic about pursuing a career in *[Industry/Field]* after hearing your professional perspective. If any opportunities arise at *[Company Name]* that you believe match my background in *[Your Key Skill/Degree]*, I would welcome the chance to discuss them with you or the appropriate hiring manager.

Thank you again for your generosity and for being such a valuable resource. I have attached my resume for your records and look forward to staying in touch.

Sincerely,

[Your Signature]
[Your Printed Name]