**Interview Thank You Note for Employees**

Subject: Thank You

Dear FirstName,

It was a pleasure to meet with you yesterday during my interview for Manager of the Marketing Department.

I also appreciated you taking the time to share information on the Marketing team and the projects and events you are working on. You were very informative and I am grateful for the insight you provided.

Thank you very much for taking the time and consideration to meet with me. If you have any additional questions, please don't hesitate to contact me directly.

Sincerely,

FirstName LastName

Email

Phone