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An Example Thank You Letter To A Job Referee

Message Insert Options Format Text

Paste Clipboard Basic Text Names Include Options Spelling Proofing

Send

To... Tony@XYZ.com.ik

Cc...

Subject: **Thank you!**

Dear Tony,

I just wanted to write and thank you for agreeing to act as a referee for me while I was applying for the Sales Consultant role. I am really pleased to say I got the job and will now be working full-time with ABC Company!

I appreciated the advice you provided me and really look forward to taking the next steps into my professional career. I'll be sure to keep in touch with you and catch up again soon.

Once again, thanks for your time and willingness to be part of my professional network!

Kind regards

Jo Citizen

+61 555 555 555