

John D. Smithishly

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December 31, 2019

Janet Wondersill
Human Resource Director
Fourth Dimension Technologies
25 Any Street
Lawrenceville, NJ 08648

Dear Ms. Wondersill:

Thank you very much for the opportunity to interview for the Front Desk Manager position on November 30, 2019. It was a pleasure meeting with you and the rest of your staff.

I wanted to follow-up with you to see where you are in the hiring process. I also wanted to use this opportunity express my continued interest in the position.

Please feel free to contact me via phone or email if you have any additional questions to help in your hiring decision.

Again, thank you very much for the interview and consideration. I look forward to your response.

Sincerely,

John D. Smithishly
John Smithishly