**Sample Follow up Email to Recruiters**

**Sample Follow-up email # 1**

Dear Ms. Matthews:

It was my pleasure meeting you today at the Atlanta, GA job fair. I appreciate you taking the time from your hectic schedule to speak to me about Job opportunities in your company (Be specific if you talk about a particular job).

I believe with my sales experience and skills, I would be able to contribute significantly to your company.

I can be reached at Phone: 770-262-0000 between 9 A.M- 5 P.M weekdays. You can also send an email (Jobhunter@Gmail.com) at any time. I look forward to hearing from you soon.

Sincerely,

Wesley Lewis

Snellville, GA 30078

Phone: 770-262-0000

Email: Jobhunter@Gmail.com

**Sample Follow-up email # 2**

Dear Ms. Matthews:

It was a pleasure meeting you today at the Atlanta, GA job fair. I appreciate you taking the time from your hectic schedule to speak with me about your opening for a Staff Accounting Position.

The position is exciting and seems to encompass a diversity of responsibilities. I believe that with my experience and skills, I would be able to contribute significantly to your company.

I can be reached at Phone: 770-262-0000 between 9 A.M- 5 P.M weekdays. You can also send an email (Jobhunter@Gmail.com) at any time. I look forward to hearing from you soon.

Sincerely,

Wesley Lewis

Snellville, GA 30078

Phone: 770-262-0000

Email: Jobhunter@Gmail.com