

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Company Name - DXC Technology]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to express my sincere gratitude for [specific reason, e.g., the opportunity to interview, your assistance with a project, etc.].

Your [mention any specific qualities, e.g., insights, guidance, support] made a significant impact, and I truly appreciate the time and effort you dedicated to [specific action or support received].

I am eager to [mention any follow-up actions, e.g., contribute to the team, apply the insights gained, etc.], and I look forward to staying in touch.

Thank you once again for your support.

Warm regards,

[Your Name]