

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Hiring Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to confirm my interest in the [Job Title] position at [Company's Name], as advertised on [where you found the job listing]. I appreciate the opportunity to apply for this role and would like to confirm that I am still interested in being considered for the position. I believe my skills and experiences align well with the requirements of the job and I am eager to contribute to your team. Please let me know if you need any more information from my side.

Thank you for your time and consideration. I look forward to the possibility of discussing my application further.

Sincerely,
[Your Name]