

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Employer's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Employer's Name],

I hope this letter finds you well. I am writing to formally express my interest in rejoining [Company's Name] in the [specific position] role. Having previously worked with your esteemed organization from [starting year] to [ending year] as a [your previous job title], I am excited about the opportunity to bring my enhanced skills and experiences back to the team.

During my time at [Company's Name], I had the privilege of contributing to [specific projects, tasks, or responsibilities], which allowed me to develop a deep understanding of the company culture and values. I am proud to have [mention any notable achievements or contributions], which I believe significantly benefited our team and the organization.

Since my departure, I have gained valuable experience at [Your recent employer's name] as a [your recent job title], where I successfully [mention any relevant skills, experiences, or accomplishments]. This role has further honed my [specific skills or competencies], making me an even more qualified candidate for the position at [Company's Name].

I am eager to return to [Company's Name] because of [mention reasons related to company values, culture, or projects that resonate with you]. I am confident that my previous experience and new skills will allow me to make a meaningful contribution to the team once again.

Thank you for considering my application. I would love the opportunity to discuss how I can reintegrate into [Company's Name] and contribute to our mutual success. I am looking forward to your positive response.

Warm regards,

[Your Name]