May 5, 2013

Mr. Bryant Addison

Coney Island Multi Service Center

425 Coney Island Ave

Brooklyn, NY 11218

Dear Mr. Addison:

 I would like to thank you sincerely for giving me the opportunity to come in and meet with you; I am very excited at the prospect of this job and hope that I was able to give you all the information you required of me at the interview. I simply wished to let you know that if there were any questions you feel like I could have answered more fully, or if there was any information you may have forgotten to ask me, I am very willing to come in again or to speak with you on the phone at a time that is more convenient for you.

 Also, I would like to express my interest not only in the post that I have applied for, but moreover, in your organization itself. If there are any other professional positions open that you feel I might be well suited for, I welcome the opportunity to apply for and possibly meet with you again to discuss them. Thank you again!

Sincerely,

Ilona Rizzo