

# Short Message to Hiring Manager

## 1. Simple Introduction Message

Hello [Hiring Manager's Name],

I recently applied for the **[Job Title]** position at your company and wanted to briefly introduce myself. I have experience in **[mention key skill/experience]** and would love the opportunity to contribute to your team.

Thank you for your time and consideration.

Best regards,  
[Your Name]

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## 2. Message After Applying for a Job

Hi [Hiring Manager's Name],

I hope you're doing well. I recently submitted my application for the **[Job Title]** role at **[Company Name]**. With my experience in **[skill/industry]**, I believe I could be a strong fit for the position.

I would appreciate the opportunity to connect and learn more about the role.

Best regards,  
[Your Name]

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## 3. Networking Message to Hiring Manager

Hello [Hiring Manager's Name],

I came across the **[Job Title]** opening at **[Company Name]** and found it very exciting. I have a background in **[relevant field]** and would love to connect with you to learn more about the role and your team.

Thank you for your time.

Best,  
[Your Name]

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#### 4. Referral-Based Message

Hi [Hiring Manager's Name],

I was referred to the **[Job Title]** opportunity at **[Company Name]** by **[Referrer Name]**. With my experience in **[relevant skill]**, I'm very interested in contributing to your team.

I'd appreciate the opportunity to connect and discuss the role.

Best regards,  
[Your Name]

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#### 5. Message Highlighting Experience

Hello [Hiring Manager's Name],

I noticed the opening for **[Job Title]** at **[Company Name]** and wanted to reach out. I have **[X years]** of experience in

**[industry/skill]**, and my background aligns well with the requirements of the role.

I would love the chance to discuss how I can add value to your team.

Thank you,  
[Your Name]

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## 6. Message for Freshers

Hi [Hiring Manager's Name],

I recently saw the **[Job Title]** opportunity at **[Company Name]** and wanted to express my interest. As a recent graduate in **[field]**, I'm eager to apply my skills in **[specific skill]** and grow within your organization.

I would greatly appreciate the chance to connect.

Best regards,  
[Your Name]

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## 7. Follow-Up Message

Hello [Hiring Manager's Name],

I hope you're doing well. I recently applied for the **[Job Title]** position at **[Company Name]** and wanted to follow up regarding my application.

I'm very excited about the opportunity and would appreciate any updates you may have.

Thank you for your time.

Best,  
[Your Name]

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## 8. Message Expressing Interest in Company

Hi [Hiring Manager's Name],

I admire the work your team is doing at **[Company Name]** and was excited to see the **[Job Title]** opening. My experience in **[relevant skill]** aligns well with the role, and I would love the opportunity to contribute.

Looking forward to connecting with you.

Best regards,  
[Your Name]

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## 9. Message for Internship Opportunity

Hello [Hiring Manager's Name],

I hope you're doing well. I'm currently looking for internship opportunities in **[field]** and came across your team at **[Company Name]**. I would love to learn from your organization and contribute my skills in **[skill]**.

Thank you for considering my request.

Best,  
[Your Name]

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## 10. Direct and Professional Message

Hi [Hiring Manager's Name],

I recently applied for the **[Job Title]** position at **[Company Name]** and wanted to introduce myself. My experience in **[skill/industry]** aligns closely with the job requirements.

I would be grateful if you could review my application.

Thank you for your time.

Best regards,  
[Your Name]

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## 11. Short Connection Request Message

Hello [Hiring Manager's Name],

I came across the **[Job Title]** opportunity at **[Company Name]** and would love to connect with you here on LinkedIn. I'm very interested in the role and believe my experience in **[skill]** aligns well with the position.

Looking forward to connecting.

Best,  
[Your Name]

