George Knox

To: e.nigma@riddlerfactory.co
Subject: Thanks
Attachments: actingresume.docx

Ed –   (Too informal as is the rest of the message)

Thanks for the interview you gave me last Tuesday (Use date) . I really appriciated it! I think you saw that I have all the skills you are looking for in this position. (Tone – thinking for the reader) I know I gave you my resume, but I've attached my resume again (in case you'd like to forward it). (Unnecessary attachment) ¶Regarding your questions about my last job, I hope you understood that my boss, Bill Smith, misrepresented the situation, (Personally critical, Sensitive, Confidential) which lead to his dismissal and a bad reputation for our department. I was not directly involved in the dispute, which I'm sure you can verify with my references. ¶On another note, the technical problem you presented was unexpected (good one!) (Tone) and, even though you seemed OK with my answer, I thought I'd clarify that the formula I was using wasn't one that I normally would use (unless it was standard o.p.), (period) instead I'd probably use the traditional sequence as defined by the team leader. We usually "cubed" the exponent unless the drift would be too high, in which case we'd try the alternate root or lifting the range until the output fit. (Too technical for this document, Jargon may be familiar to reader) ¶Again, Im (') certainly a good Fit for your group so if you need anything else let me know(period) Im (') really excited about working for your company (name company) and hope to here (hear) from you soon.

Noel Nutting
(No signature or contact info)