**Job Fair/Networking Event Follow Up Email**

Hi Andy –

I hope this note finds you well - it was a pleasure to meet you at the Greater Milwaukee Job Fair last Friday. Thank you for the lead at XYZ Company. Their Market Research Analyst position really interests me. I would like to learn more about this opportunity and what they are looking for.

May I call you on Friday to discuss this further? If you have a contact there, I would really appreciate it if you could make an introduction or if you could pass along a copy of my resume to them. Attached is my resume and a brief summary that describes me. Please feel free to pass this on to any other companies you would recommend.

I appreciate your help and look forward to speaking with you!

Sincerely,

Joe Jobseeker

(202) 123-4567

joejobs@e-mail.com

Career Summary

* Fifteen years experience in sales management focused on inside sales environments and winning new business. Previously worked at: 123 Best Company, 456 Good Company Known for Training People Well, and at 789 Company.
* Managed sales teams of 5 - 30 in high-volume, results driven environments
* Consistent track record of sales success, increasing account base, and customer loyalty
* Experience working in large, complex organizations with daily interaction with executives and customers

Attachment: Resume