

Date: [Insert Date]

Dear [Recipient's Name],

I am writing to express my heartfelt appreciation for the invaluable support and guidance you provided during my recent job search. Your willingness to share job leads, offer practical advice on my resume, and conduct mock interviews was instrumental in helping me navigate what could have been a very challenging process.

Your encouragement and thoughtful feedback gave me the confidence to present myself to prospective employers and stay motivated through the ups and downs of the job hunt. I am deeply grateful for your generosity, kindness, and unwavering belief in my abilities.

Thanks to your assistance, I was able to secure a position that I am truly excited about. I recognize that your support made a significant difference, not just in my professional journey, but also in my personal growth.

Thank you once again for your generosity and for being such an important part of my success. I genuinely appreciate everything you have done and hope I can one day return the favor.

Sincerely,

[Your Name]