*Here's an example of an email message thanking a networking contact for helping with your job search.*

**New Job Announcement Letter - Networking Contact**

**Subject:** Thank You and News

Dear Sylvia:

I am very pleased to let you know that I have landed a new career opportunity, largely due to you sharing so many of your contacts in my industry. I so appreciate the confidence you have in my abilities, and the time you spent to help me in my job search.

My new position as Director of Finance at LOL Incorporated promises to be challenging, and exciting. I am looking forward eagerly to my official start next week.

Thank you very much for your support. Please let me know if I can be of any assistance to you in the future.

Sincerely,

Owen Graduate  
[owengraduate@gmail.com](mailto:owengraduate@gmail.com)

555.555.5555

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