

After a job interview it is always nice to write a thank you letter to the employers for their time. It is also a good time to reinforce why you are the person to hire. Here is a sample letter:

Your Name  
Address  
City, State and Zip

Recipient Name  
Recipient Address  
City, State and Zip

Date

Dear Mr./Mrs. \_\_\_\_\_,

I want to thank you again for taking time to meet with me regarding the \_\_\_\_\_ position at your company. I enjoyed hearing about the dynamics of your company.

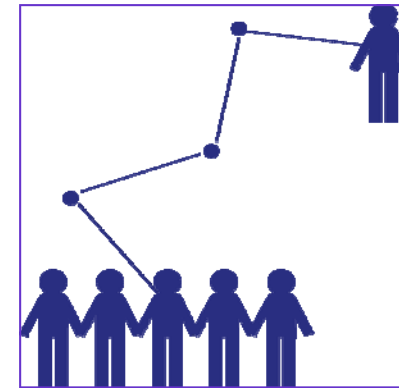
After our conversation, I am confident that my qualifications are ideal for your needs. With my prior position with \_\_\_\_\_ at \_\_\_\_\_, I believe I have enough experience and development to exceed your expectations for this position. I do hope that you feel the same and that I am among those in consideration for the job. I will be available at the telephone number listed below for any further questions or additional interviews. Thank you once again for your time and consideration. I will look forward to speaking with you again soon.

Sincerely,

(Signature)  
Name  
Phone Number



# EMPLOYMENT RESOURCES GUIDE



This event is sponsored by The Greater Nashua Continuum of Care



By Project Employment Connect Committee

**This resource guide is designed for individuals who are homeless or at risk of homelessness. This guide will help you prepare yourself for your next job fair or interview. If you leave with nothing else today you at least have some resources to help you find employment.**



## **Vocational Rehabilitation**

25 Riverside St # 102, Nashua  
(603) 889-6844

Do you want your name to be added to the list of “*Employment Side Jobs*” Please do so by adding your information in the registration form.

## **EMPLOYMENT CLOTHING**

### **The Tolles Street Mission**

52 Whitney Street, Nashua  
Tuesday & Wednesday from 10:00am-12:00pm  
Call for an appointment (603) 880-4984

### **Salvation Army**

1 Montgomery Avenue, Nashua  
Monday-Thursday 9:00am-12:00pm & 1:00pm-4:00pm  
(603) 883-7841

### **The Grey Nun Thrift Shop**

25 Marshall Street, Nashua  
Monday—Thursday 10:00am– 3:00pm  
Saturday - 10:00am– 1:00pm  
(603) 883-2850

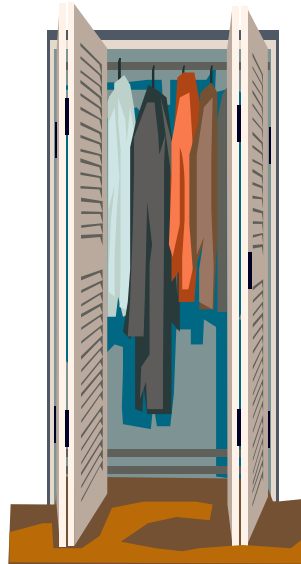
## **Employment Resource**

### **Nashua Soup Kitchen & Shelter**

42 Chestnut Street, Nashua  
Tom Lopez  
(603) 889-7770

### **Veteran Employment Resource**

Andrea Reed or David Richardson at  
603-882-3616



## **A few Online Job Search:**

Www. Careerbuilder.com  
Www. Monster.com  
Www.craigslist.com  
Www.employment911.com  
Www.jobhunt.com  
Www.hotjobs.com



The Nashua Telegraph also has job listings

## **The Nashua Public Library offers:**

- A Career Center
- Public computers
- Free computer classes

All services are free with your Nashua Public Library Card.

2 Court Street, Nashua  
(603)598-4600