

## Letter to Previous Employer for Rejoining

[Full Name]

[Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Name of Employer]

[Name of Business]

[Address]

[City, State, Zip Code]

Re: Letter for Re-joining [Name of Business]

Dear [Name of Employer]:

I am writing to humbly request your consideration for reemployment at [Name of Business]. As you may remember, I left abruptly five years ago to care for my wife when she was diagnosed with cancer. While she has since recovered, our family has faced many financial challenges. I would be grateful for the opportunity to return to my former position.

During the last six months, while at home caring for my wife, I took an online course to upgrade my IT skills. I believe I bring more skills to the job than I had when I left. I realize the job I did is filled, but I would be willing to do any other job in the data processing or other department.

I can assure you that I am fully committed to meeting the demands of the job and will not let personal matters interfere with my work.

Thank you for your time and consideration. I can be reached at [Phone Number] or by reply to this email at any time and would be happy to meet you and discuss my request.

Sincerely,

[Your Full Name]