**Reconsideration Letter for a Job**

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]

[Date]

[Employer Name]

[Employer Title]

[Employer Company]

[Employer Address]

Dear [Recipient's Name],

I would like to take this opportunity to thank you for your response to my application for the position of [the position you applied for]. I understand that you have decided to pass on my application because [the reason they gave you for passing on your application]. I would like to urge you to reconsider because of [your refutation of their reason]. I understand that this is an important quality for whoever takes on this position. I would like to take this opportunity to correct a misconception about my own qualifications. [Correction of their misconception].

Thank you for your time, and I look forward to hearing from you soon.

Sincerely,

[Your Signature]