

Heartfelt Promotion Letter

Subject: Request for Consideration for Promotion

Dear [Manager's Name],

I am sincerely grateful for the opportunities I have had at [Company Name] and am writing to express my interest in the [New Position Title]. During my time here, I have developed skills in [key skills] and contributed to [notable achievements], which I believe position me well for this role.

It would be an honor to continue growing with the company and take on greater responsibilities. I appreciate your time and consideration and look forward to the possibility of discussing this further.

Warm regards,

[Your Name]

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