****

**Email Examples**

Here are examples of the type of emails that you can send to gym managers that you have identified that you cannot meet with for whatever reason.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dear Mark**

**My name is Bill Hughes and I have recently qualified as a NASM certified personal trainer.**

**The reason for me contacting you is that I am currently looking for employment in the fitness industry.**

**If you do have any openings for a personal trainer, could I send you a copy of my resume?**

**I look forward to hearing from you.**

**Kind regards**

**Bill**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Of course, you may not get a reply, so if after a week or so you haven’t heard anything, send a follow up which could be similar to this.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dear Mark**

**Further to my email from last week, would it be possible for you to keep my name on your records if any new positions open for a personal trainer at your gym.**

**I have attached my resume for you to keep on file if openings do occur.**

**Looking forward to hearing from you.**

**Regards**

**Bill**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**