

[Your Name]
[Your Phone Number]
[Your Email Address]
[Your LinkedIn Profile]

[Date]

[Hiring Manager Name]
[Company Name]
[Company Address]

Subject: Availability for RPA Developer Position - [Your Full Name]

Dear [Hiring Manager Name],

I am writing to formally confirm my interest in the RPA Developer position at [Company Name] and to provide my current availability for employment.

Based on my current commitments, I am available to begin work on [Insert Date]. My preferred working schedule is [Full-time / Part-time / Contract], and I am available to work during [Insert Time Zone or Specific Hours].

Regarding the interview process, I am available for a technical screening or discussion at the following times:

- [Option 1: Day/Time]
- [Option 2: Day/Time]
- [Option 3: Day/Time]

I have extensive experience with RPA tools such as [UiPath / Automation Anywhere / Blue Prism] and am eager to contribute to your automation initiatives. Please let me know if you require any further documentation or a technical portfolio of my previous workflows.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]