

Application for Multiple Positions

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]

[Hiring Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in applying for multiple positions within [Company's Name], specifically [Position 1] and [Position 2]. With my background in [Your Field/Industry] and skills in [relevant skills], I believe I would be a valuable addition to your team.

I have a proven track record of [mention relevant experience or achievements related to the roles]. My experience at [Previous Company] has equipped me with [specific skills or knowledge relevant to the positions]. I am particularly drawn to [Company's Name] because of [specific reason related to the company or its values].

I am enthusiastic about the opportunity to contribute to [Company's Name] in either of the roles, and I am adaptable and open to taking on various responsibilities. I am confident that my skills in [specific skills] will allow me to excel in both positions.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team. Please feel free to contact me at [Your Phone Number] or [Your Email] to schedule a conversation.

Sincerely,

[Your Name]