

Application for [Job Title]

[Your Name]

[Your Address]

[City, State, Zip]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Job Title] position listed at [Company's Name]. With my background in [Your Field/Industry] and my skills in [Specific Skills], I am confident in my ability to contribute effectively to your team.

I have attached my resume and cover letter for your review. I look forward to the opportunity to discuss my application further.

Thank you for your consideration.

Sincerely,

[Your Name]

Attachments:

- Resume - [Your Name].pdf
- Cover Letter - [Your Name].pdf