

Application for Entry-Level Position

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[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 the entry-level position at [Company's Name] as advertised on [where you found the job listing]. I graduated with a [Your Degree] in [Your Major] from [Your University] and am eager to apply my skills and enthusiasm in a dynamic work environment.

During my academic career, I gained hands-on experience through [relevant experience or internship], where I developed my [specific skills or knowledge related to the position]. I believe my strong commitment to [specific qualities or values related to the company] aligns well with [Company's Name]'s goals.

I am particularly impressed by [something notable about the company or its projects], and I would love the opportunity to contribute to such exciting initiatives.

Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further.

Sincerely,

[Your Name]