

[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 [Job Title] position at [Company's Name], as advertised on [where you found the job posting]. I am excited about the opportunity to contribute to your team; however, I would like to address a concern that may arise regarding my qualifications.

Having reviewed the job description, I understand that my extensive experience may lead to perceptions of overqualification. Nevertheless, I am genuinely passionate about [specific field or role], and I believe that my advanced skills would be an asset, rather than a hindrance. My prior roles have honed my ability to [specific skills or experiences relevant to the job], which I am eager to bring to [Company's Name].

I am looking for a position where I can apply my expertise in a collaborative environment, and I am fully committed to growing within the company while contributing to its success. I am enthusiastic about the prospect of working with a team focused on [Company's goals or values].

Thank you for considering my application. I hope to have the opportunity to discuss how my background, skills, and enthusiasm align with the needs of your team.

Sincerely,

[Your Name]