

Letter of Interest for Government Job Opening

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Department Name]

[Office Name]

[Office Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [specific position] with [Department/Office] as advertised on [where you found the job posting]. With a background in [your field/expertise] and a strong commitment to public service, I am eager to contribute to your team.

Throughout my career, I have gained valuable experience in [relevant experiences or skills related to the job], which I believe aligns well with the goals of your department. I am particularly drawn to this position because [reason for interest in the specific job/organization].

I am excited about the opportunity to bring my expertise in [mention any relevant skills or experiences] to your esteemed organization. I am looking forward to discussing how my background, skills, and enthusiasms can be in service to [Department/Office].

Thank you for considering my application. I hope to discuss my application further in an interview. I look forward to the opportunity to contribute positively to your team.

Sincerely,

[Your Name]