

Letter of Request for Consideration

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Hiring Manager
Government Department Name
Department Address
City, State, Zip Code

Dear Hiring Manager,

I am writing to express my interest in the [specific position title] within [department name]. With a background in [your field/experience], I am eager to contribute to your team and help achieve the department's goals.

Throughout my career, I have demonstrated my ability to [mention relevant skills or experiences]. I am particularly drawn to this position because [mention reason related to the position or department].

I kindly request your consideration for this position. I believe my qualifications align well with the needs of your team. I am enthusiastic about the opportunity to bring my expertise in [specific skill/experience] to [department name].

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you. Please feel free to contact me at [your phone number] or [your email address].

Sincerely,
Your Name