

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Job Title] position at [Company Name], as advertised on [Where You Found the Job]. With over [X years] of experience in [Current Industry] and a passion for [New Industry], I am eager to transition my skills and expertise to contribute to your team.

Throughout my career, I have developed a solid foundation in [relevant skills or attributes]. These skills have equipped me with the ability to [describe relevant experience or achievement]. I am particularly excited about the opportunity to apply my background in [specific skill or experience relevant to new industry] to [specific goal or project related to new industry] at [Company Name].

I have researched [Company Name] and am impressed by [something specific about the company or its projects]. I believe that my experience in [describe a relevant experience] will align well with the values and objectives of your company. My commitment to [a specific value related to the new industry] drives my enthusiasm for this opportunity.

I am looking forward to bringing my [specific skills or experiences] to [Company Name] and am excited about the possibility of making a meaningful impact in the [New Industry]. Thank you for considering my application. I hope to discuss my fit for this position in more detail.

Sincerely,

[Your Name]