

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Hiring Manager

Company Name

Company Address

City, State, Zip Code

Job Application for [Position Title]

Dear Hiring Manager,

I am writing to express my interest in the [Position Title] position listed on [where you found the job posting]. With my background in [your field/skills], I believe I would be a great addition to your team.

I would like to take this opportunity to disclose that I have a disability, [briefly describe your disability, if comfortable], which I manage with [any relevant details on accommodations]. I am committed to fostering inclusive environments and believe that my unique perspective will contribute positively to your team.

I am particularly drawn to your organization because of [specific reason related to inclusion/diversity efforts]. I admire your commitment to [mention any relevant initiatives or values], and I am eager to bring my skills in [mention relevant skills] to your organization.

Enclosed with this letter is my resume, which provides further details about my education and experience. I am looking forward to the opportunity to discuss how my background, skills, and perspectives may contribute to [Company Name].

Thank you for considering my application. I hope to hear from you soon to discuss the next steps.

Sincerely,

Your Name