

# Job Application for [Job Title]

[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 posting]. I believe that my skills and experience make me a suitable candidate for this role.

In my previous role at [Your Previous Company], I successfully [mention a relevant achievement or responsibility]. I am excited about the opportunity to contribute to your team.

Additionally, I would like to discuss my willingness to relocate. I am fully prepared to move to [City/State you are relocating to] to fulfill the requirements of this position. I understand the importance of being present in the office and am eager to integrate into your team fully.

Thank you for considering my application. I look forward to the possibility of discussing my application with you further.

Sincerely,

[Your Name]