

Dear [Recipient's Name],

My name is [Your Name], and I am excited to introduce myself at this year's career fair. I am currently a [Your Major/Field of Study] student at [Your University/College], and I am eager to apply my skills and knowledge in [specific area or industry] as I pursue new career opportunities.

Throughout my academic journey, I have gained valuable experience through [internships, projects, or relevant experiences]. My portfolio showcases a selection of my work, including [briefly describe a couple of key projects or skills]. I am passionate about [specific aspect of your field], and I believe my background has equipped me with the skills necessary to contribute effectively to your team.

I would love the opportunity to discuss how I can provide value to [Company/Organization Name] and learn more about potential career paths within your organization. Thank you for considering my application. I look forward to connecting with you!

Sincerely,
[Your Name]
[Your Phone Number]
[Your Email Address]