

# Application for [Position Name]

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

[Hiring Manager's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Position Name] at [Company's Name]. With my proficiency in both [Language 1] and [Language 2], along with my experience in [relevant experience], I am excited about the opportunity to contribute to your team.

As a bilingual professional, I have developed strong communication skills that enable me to work effectively in diverse environments. I have [mention any relevant experience or education], which has prepared me to excel in this role.

I am particularly drawn to [Company's Name] because [mention what attracts you to the company or its mission]. I am eager to bring my unique skills to [Company's Name] and contribute to [mention any specific goals or projects].

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experiences align with the needs of your team.

Sincerely,  
[Your Name]