

Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the shared job role of [Job Title] as advertised on [where you found the job posting]. I am excited about the opportunity to collaborate in this position, bringing my skills in [your relevant skills] and [another relevant skill] to contribute effectively to your team.

With my background in [your professional background], I believe my experience aligns well with the needs of this role. I am particularly drawn to the idea of sharing responsibilities, which fosters communication and teamwork.

I am eager to discuss this opportunity further and explore how my skills and experiences align with the goals of [Company's Name]. Thank you for considering my application. I look forward to the possibility of contributing to your team.

Sincerely,

[Your Name]