

# Job Application for [Position Title]

[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 Title] position at [Company's Name], as advertised [where you found the job posting]. I am particularly drawn to this opportunity because [briefly explain your interest in the company or role].

In addition to my qualifications and experience, I would like to inquire about the possibility of a hybrid work schedule. I believe that a combination of on-site and remote work would enhance my productivity, allowing me to contribute effectively to the team while maintaining a healthy work-life balance.

Thank you for considering my application. I look forward to the opportunity to discuss my qualifications and the potential for a flexible work arrangement in more detail.

Sincerely,

[Your Name]