

John Doe
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City, State, Zip Code
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Hiring Manager
Company Name
Company Address
City, State, Zip Code

Dear Hiring Manager,

I hope this message finds you well. I am writing to inquire about any current or anticipated job openings for a Database Administrator position at your esteemed company. I have a solid background in database management and a strong commitment to ensuring data integrity and performance.

With experience in various database technologies and a keen analytical mindset, I am eager to contribute to your team. I would appreciate any information regarding openings or the application process.

Thank you for your time, and I look forward to your response.

Sincerely,
John Doe