

*Dear (hiring manager's name),*

*I am writing to apply for the position of (job role) at (company name), as advertised at (the place where you found the job listing).*

*I believe I would be an ideal candidate for this position, having had five years of experience working in a (previous job role) in (relevant industry). In my previous position, my responsibilities included managing a team of six in the (relevant department), organizing communication for both internal and external purposes and creating content for company-wide promotion. In doing so, I demonstrated my creativity, communication, and organizational skills while coordinating other outputs on a mass scale. During my time in (my previous job role), I boosted online engagement by 12 percent and was responsible for managing highly successful (projects or examples of work).*

*My enclosed resume speaks to my compatibility with (company name). I have been following your organization for some time and have found (company name)'s work very stimulating - particularly recent projects like (example). My interest in (relevant interest, skill, or experience) aligns closely with (company name)'s objectives within (relevant industry), and I believe this shared vision will allow us both to prosper. The role of (job title) at (company name) excites me, and I am sure I can be a valuable asset to your organization.*

*Thank you for taking the time to consider my application. I look forward to discussing the opportunity with you further. I can be reached at (your contact information).*

*Sincerely,*

*(Your name)*