

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your 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 [Job Title] position at [Company's Name] as advertised on [Where You Found the Job Posting]. With [number] years of experience in the armed forces and a proven track record of [specific skills or achievements relevant to the job], I am confident in my ability to contribute effectively to your team.

During my service in the [specific branch of the military], I gained valuable skills in [mention relevant skills or experiences, e.g., leadership, strategic planning, communication] that I believe align well with the responsibilities outlined in the job description. My training has equipped me with [specific technical skills or certifications relevant to the position], enabling me to thrive in high-pressure environments while maintaining attention to detail.

I am particularly drawn to this position at [Company's Name] because [specific reason related to company values, mission, or projects]. I admire [mention something notable about the company] and would be proud to bring my military discipline and dedication to your organization. I would appreciate the opportunity to discuss how my background, skills, and enthusiasm can contribute to the continued success of [Company's Name]. I look forward to the possibility of an interview and can be reached at [Your Phone Number] or [Your Email Address].

Thank you for considering my application.

Sincerely,  
[Your Name]