

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the [specific position title] at [Company Name], as advertised [where you found the job listing]. With a degree in Architecture from [Your University] and [number] years of experience in [specific architectural field or expertise], I am excited about the opportunity to contribute to your team.

During my time at [Previous Company/Project], I successfully [mention a relevant achievement or project that relates to the position], which enhanced my skills in [relevant skill/technology]. My ability to [another key skill or experience] further drives my passion for creating innovative and sustainable designs that meet client needs and project goals.

I am particularly impressed by [mention something specific about the company that excites you], and I believe my background in [specific relevant experience or skill] aligns with the values and vision of [Company Name]. I am eager to bring my expertise in [specific areas of architecture] to collaborate with your talented team.

Enclosed is my resume, which provides additional details about my professional journey. I look forward to the possibility of discussing how my skills and experiences align with the needs of your firm. Thank you for considering my application.

Warmest regards,

[Your Name]
[Attachment: Resume]