

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

[Hiring Manager's Name]
BP [Department/Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the entry-level [specific position title] at BP, as advertised on [where you found the job listing]. With a strong educational background in [your degree/field] and a passion for the energy sector, I am eager to contribute to BP's mission of [specific company goal or value].

During my studies at [Your University], I gained a solid foundation in [relevant courses or skills]. My internship at [Previous Company/Organization] allowed me to develop practical skills in [specific skills related to the job]. I am particularly drawn to BP's commitment to [specific initiative or project], and I am enthusiastic about the opportunity to be part of a company that prioritizes [value or principle].

I am a quick learner and am committed to working in collaborative environments. I am confident that my proactive approach and eagerness to learn would make me a valuable addition to your team.

Thank you for considering my application. I look forward to the opportunity to discuss how my background and interests align with the goals of BP.

Sincerely,
[Your Name]