[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]
[Date]
[Hiring Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip]
Dear [Hiring Manager's Name],
I am writing to express my interest in the [Job Title] position at
[Company's Name] as advertised [where you found the job listing]. With a
CCNA certification and a strong background in networking fundamentals, I
am excited about the opportunity to contribute to your team.
In my previous role at [Your Previous Company], I successfully [mention a
specific achievement or responsibility related to networking]. This
experience allowed me to strengthen my skills in [specific skills
relevant to the job, e.g., routing protocols, network security], which I
believe will be beneficial at [Company's Name].
I am particularly drawn to [Company's Name] because of [mention something
specific about the company or its projects that aligns with your career
goals]. I am eager to bring my passion for networking and problem-solving
abilities to your esteemed organization.
I appreciate your consideration and look forward to the opportunity to
discuss how my skills and experiences align with the needs of your team.
Thank you for your time.
Sincerely,
[Your Name]