

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent to apply for the [specific position/program name] at CGI. With a strong background in [your field or expertise] and a passion for [relevant interests related to the position], I am enthusiastic about the opportunity to contribute to your esteemed organization.

Throughout my [number of years] years of experience in [related field/industry], I have developed a wide range of skills that align with CGI's goals, particularly in [specific skills or experiences related to the job]. I am especially drawn to CGI's commitment to [mention any known values or projects of CGI that resonate with you], and I believe my background in [specific experience or project] can bring value to your team.

I am excited about the possibility of working with CGI and contributing to innovative solutions that drive success for your clients. I have attached my resume for your review and would welcome the opportunity to discuss my candidacy further.

Thank you for considering my application. I look forward to the possibility of joining the CGI team.

Sincerely,
[Your Name]