

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the Junior Civil Engineer position at [Company's Name] as advertised on [where you found the job listing].

With a [Your Degree] in Civil Engineering from [Your University] and [number] months of hands-on experience in [relevant experience or internships], I am eager to contribute to your team.

During my time at [Previous Company or Internship], I successfully [mention any relevant project, task, or responsibility]. This experience honed my skills in [relevant skills, e.g., project design, surveying, construction management] and provided me with a solid foundation in both theoretical and practical aspects of civil engineering.

I am particularly impressed by [Company's Name]'s commitment to [mention any specific project, values, or achievements of the company] and would be thrilled to apply my skills in a dynamic environment that emphasizes innovation and sustainability. I am eager to work collaboratively and contribute to [mention a specific goal or project of the company].

Enclosed is my resume, which provides further details about my qualifications. I welcome the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company's Name]. Thank you for considering my application. I hope to hear from you soon to schedule a discussion.

Sincerely,
[Your Name]