

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your 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 Civil Engineer position at [Company's Name] as advertised on [where you found the job listing]. With a Bachelor's degree in Civil Engineering from [Your University] and [number] years of hands-on experience in [specific areas of expertise], I am confident in my ability to contribute effectively to your team.

In my previous role at [Former Company Name], I successfully [describe a relevant project or accomplishment], which resulted in [quantifiable outcome, if possible]. My expertise in [mention specific skills or technologies relevant to the job] has equipped me with the ability to manage complex projects from conception to completion, ensuring adherence to safety regulations and budget constraints.

I am particularly drawn to this position at [Company's Name] because of [specific reason related to the company or its projects]. I admire [mention any notable projects or values of the company], and I am eager to contribute my skills and knowledge to your esteemed company.

I have attached my resume for your review and would welcome the opportunity to discuss how my background, skills, and enthusiasms align with the needs of your team. Thank you for considering my application. I look forward to the possibility of contributing to [Company's Name].

Sincerely,  
[Your Name]