

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the Civil Engineer position advertised on [where you found the job listing]. With a Bachelor's degree in Civil Engineering from [Your University] and over [X] years of experience in [specific areas of civil engineering], I am confident in my ability to contribute effectively to your team at [Company Name].

In my previous role at [Previous Company Name], I successfully [mention a specific achievement or responsibility relevant to the job]. My strong analytical skills, along with my proficiency in [software/tools relevant to the job], enable me to tackle complex engineering challenges and deliver sustainable solutions.

I am particularly drawn to this position at [Company Name] because [mention a specific reason related to the company or its projects]. I admire [something notable about the company], and I am eager to bring my expertise in [specific skills or experience relevant to the job] to your team.

Enclosed is my resume, which provides further details about my qualifications. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company Name]. Thank you for considering my application.

Sincerely,  
[Your Name]