

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the Project Manager position at [Company's Name], as advertised on [where you found the job listing]. With a Bachelor's degree in Civil Engineering and over [number] years of project management experience in construction and infrastructure development, I am confident in my ability to contribute effectively to your team.

In my previous role at [Previous Company Name], I successfully managed [describe specific projects or responsibilities], which resulted in [specific achievements]. My expertise in [specific skills or software relevant to civil engineering, e.g., AutoCAD, project scheduling tools] combined with my strong leadership capabilities enables me to lead teams towards successful project completion while maintaining safety and compliance standards.

I am particularly impressed by [specific project or value of the company], and I am eager to bring my background in civil engineering and project management to [Company's Name] to help drive future projects and achieve excellence.

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experience align with the needs of your team.

Sincerely,
[Your Name]