

[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 Engineering position at [Company's Name] as advertised [where you found the job post]. With my degree in Civil Engineering from [Your University] and [number] years of relevant experience in [specific areas of expertise], I am confident in my ability to contribute effectively to your team.

During my previous role at [Previous Company Name], I successfully [describe a relevant achievement or responsibility], which resulted in [describe the outcome]. My experience includes [mention any specific skills or technologies relevant to the job]. I am particularly drawn to this position at [Company's Name] because [reason related to the company or its projects].

I am eager to bring my background in [specific skills or experiences] to [Company's Name]. I believe my proactive approach and problem-solving skills would make me a valuable addition to your team. I am looking forward to the opportunity to discuss how my experiences and vision align with the goals of [Company's Name].

Thank you for considering my application. I hope to discuss my application further in an interview at your earliest convenience.

Sincerely,
[Your Name]