

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

Dear [Hiring Manager'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 [degree] in Civil Engineering from [Your University] and [number] years of experience in the field, I am confident in my ability to contribute effectively to your team.

During my previous role at [Previous Company], I successfully [mention key achievements or responsibilities that relate to the job]. My expertise in [specific skills or technologies relevant to the job] has enabled me to [describe how these skills have been applied in past projects].

I am particularly drawn to [Company's Name] because of [mention what you admire about the company or its projects]. I am eager to bring my background in [specific areas of civil engineering you specialize in] and my strong problem-solving skills to your esteemed firm.

Enclosed is my resume, which provides further detail about my professional journey. I am looking forward to the opportunity to discuss how my skills and experiences align with the needs of your team. Thank you for considering my application. I hope to contribute to the innovative work at [Company's Name].

Sincerely,  
[Your Name]