

[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 [position title] at [Company's Name] as advertised [where you found the job posting]. As a [Your Major/Field of Study] student at [Your School/University], I am excited about the opportunity to apply my skills and contribute to your team. Throughout my academic journey, I have gained valuable experience in [relevant skills or experiences related to the position]. For example, [specific example of a project, internship, or relevant experience]. This experience has equipped me with [transferable skills] that I believe will benefit [Company's Name].

I am particularly drawn to this position because [reason you are interested in the company or position]. I admire [specific aspects of the company or projects they are involved in] and am eager to contribute to [specific goals or initiatives of the company].

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasm align with the needs of your team. I am available for an interview at your convenience and can be reached at [your phone number] or [your email address].

Sincerely,
[Your Name]