

[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 enthusiasm for the [Position Title] at DXC Technology as advertised [where you found the job listing]. With a solid background in [Your Field/Industry], I am excited about the opportunity to contribute to your team and help drive innovative solutions that empower clients in their digital transformation journeys.

In my previous role at [Your Previous Company], I successfully [describe a relevant accomplishment or responsibility that aligns with the position]. This experience has equipped me with the skills necessary to [mention specific skills or tools relevant to the job] and has fostered a deep understanding of [relevant industry or technology].

What excites me most about the opportunity at DXC Technology is [mention a specific aspect of the company or its projects that you admire or relate to]. I am particularly drawn to [specific value, project, or goal of the company], and I am eager to bring my experience in [specific skill or area] to your team.

I am a proactive problem-solver with a strong dedication to [mention relevant qualities such as teamwork, communication, etc.], and I thrive in environments that encourage [mention relevant workplace culture]. I believe my background and skills would be a great fit for DXC Technology, and I am looking forward to the possibility of contributing to your continued success.

Thank you for considering my application. I would love the opportunity to discuss how my experience and vision align with the goals of DXC Technology. I look forward to your response.

Sincerely,
[Your Name]