

[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 [Job Title] position at [Company's Name] as advertised [where you found the job listing]. With my recent [degree/certificate] in [Your Field of Study] from [Your University/College] and my passion for [related field or industry], I believe I am a strong candidate for this entry-level role.

During my time at [Your University/College/Previous Employer], I developed skills in [specific skills relevant to the job], which I believe align well with the requirements for this position. [Briefly mention any relevant projects, internships, or experiences].

I am particularly drawn to [Company's Name] because [mention something specific about the company or its values that resonates with you]. I am eager to bring my [specific skills/qualities] and enthusiasm for [industry/field] to your team.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and interests align with the goals of [Company's Name].

Sincerely,
[Your Name]