

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[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 listed at [Company's Name] as advertised on [where you found the job listing]. With my recent graduation from [Your University] with a degree in [Your Degree] and my strong desire to start my career in [industry or field], I believe I am a great fit for this entry-level role.

During my time at [Your University], I had the opportunity to gain practical experience through [internships, projects, or relevant coursework]. These experiences have equipped me with a solid foundation in [relevant skills or knowledge related to the job]. I am particularly drawn to [aspect of the company or role that excites you], and I am eager to contribute my skills to your team.

I am a quick learner, highly motivated, and enthusiastic about the opportunity to work with [Company's Name]. I am confident that my [specific skills or qualities] align closely with the requirements for the [Job Title] position.

Thank you for considering my application. I would love the opportunity to discuss how my background, skills, and enthusiasm can contribute to the success of [Company's Name]. I look forward to the possibility of an interview.

Sincerely,
[Your Name]