

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Job Title] position at [Company's Name] as advertised on [where you found the job posting]. I recently graduated from [Your University] with a degree in [Your Degree], and I am eager to apply my skills and passion for [industry/field] to your team.

During my time at [Your University], I gained valuable experience through [internships, projects, relevant coursework], which has equipped me with a strong foundation in [relevant skills/technologies]. I am particularly drawn to [Company's Name] because of [specific reason related to the company or its projects], and I believe my background in [specific skill or experience] aligns well with the responsibilities of the [Job Title] role.

I am excited about the opportunity to contribute to [Company's Name] and learn from a talented team. I am confident that my [soft skills or other attributes] will allow me to effectively support your initiatives and contribute to the company's success.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further. Please find my resume attached for your reference.

Sincerely,
[Your Name]