

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the General Manager position at [Company's Name] as advertised [where you found the job listing]. With over [number] years of progressive experience in management and a successful track record of [specific achievements relevant to GM role], I am confident in my ability to contribute to [Company's Name] and drive its objectives forward.

Throughout my career, I have demonstrated strong leadership skills and a commitment to operational excellence. In my previous role at [Previous Company], I [describe a relevant accomplishment, e.g., led a team of X individuals, increased revenue by X%, improved operational efficiency, etc.]. I believe these experiences have equipped me with the skills necessary to lead [Company's Name] toward achieving its goals.

Moreover, my expertise in [specific skills or areas relevant to the job, e.g., strategic planning, budgeting, market analysis, etc.] aligns well with the requirements of the General Manager position. I am particularly excited about [mention a specific aspect of the company or its projects that interests you].

I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company's Name]. I am available at your convenience for an interview and can be reached at [phone number] or [email address].

Thank you for considering my application. I hope to speak with you soon.

Sincerely,
[Your Name]