

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the General Manager position at [Company Name] as advertised [where you found the job listing]. With over [number] years of experience in [your industry or relevant field] and a proven track record of [specific achievements or responsibilities], I am excited about the opportunity to contribute to your team.

In my previous role at [Your Previous Company Name], I successfully [specific achievement or responsibility that relates to the new position]. This experience honed my abilities in [specific skills relevant to the job], and equipped me with a deep understanding of [relevant industry knowledge].

I am particularly impressed by [something notable about the company or its values, culture, or achievements], and I believe that my expertise in [relevant skill/experience] aligns perfectly with the goals of [Company Name]. I am eager to bring my strategic vision and leadership capabilities to [specific goal or project relevant to the company].

I look forward to the opportunity to discuss how my background, skills, and enthusiasms can bring value to [Company Name]. Thank you for considering my application.

Sincerely,
[Your Name]