

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[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 HGV Driver position listed on [where you found the job listing]. With [number] years of experience in driving heavy goods vehicles and a clean driving record, I am confident in my ability to contribute effectively to your team at [Company's Name]. I hold a valid HGV license (category [insert category]), and I am certified in [any relevant certifications, e.g., CPC training]. My previous experience includes [briefly describe relevant experience, e.g., transporting goods, ensuring safety regulations, etc.]. I take pride in maintaining a high level of professionalism and safety on the road. Additionally, I possess excellent time management skills, enabling me to meet tight schedules while ensuring the timely delivery of products. I am familiar with [mention any relevant geographic areas or specific logistics software], which I believe would benefit your operations. I am eager to bring my skills and dedication to [Company's Name] and contribute to your commitment to providing exceptional service. I welcome the opportunity to discuss my application further and can be reached at [your phone number] or [your email address] to schedule a convenient time for an interview.

Thank you for considering my application. I look forward to the possibility of working together.

Sincerely,
[Your Name]