

[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 [Job Title] position listed at [Where You Found the Job Posting]. With a [Your Degree] in [Your Field] and [Number] years of experience in IT, I am confident in my ability to contribute effectively to your team at [Company's Name].

In my previous role at [Your Previous Company], I successfully [mention a relevant experience, achievement or project]. This experience honed my skills in [List relevant skills or technologies related to the job]. I am particularly impressed by [mention something specific about the company or its projects], and I am eager to bring my background in [specific skill or area] to your team.

I am excited about the opportunity to work with [Company's Name] and contribute to [mention a goal or project of the company]. I believe my skills in [mention specific skills] align well with your team's goals, and I am eager to further discuss how I can help [Company's Name] achieve its objectives.

Thank you for considering my application. I look forward to the opportunity for an interview to discuss my qualifications in further detail. Please feel free to contact me at [Your Phone Number] or via email at [Your Email Address].

Sincerely,  
[Your Name]