

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

To,

The Superintendent of Police,
Jharkhand Police,
[Office Address]

[City, State, ZIP Code]

Subject: Application for the Post of [Specify Position]

Dear Sir/Madam,

I am writing to express my interest in the [Specify Position] position within the Jharkhand Police as advertised on [where you found the advertisement]. I believe my skills and qualifications are a perfect match for this role.

I hold a [Your Degree] from [Your University] and have [Number] years of experience in [Relevant Field/Position]. My experience has equipped me with a strong foundation in [Relevant Skills/Expertise]. I am dedicated to serving the community and ensuring public safety.

Enclosed are my resume and supporting documents for your review. I look forward to the opportunity for an interview to discuss my suitability for the position in more detail.

Thank you for considering my application.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]