

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your 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 on [where you found the job posting] at [Company's Name]. As a recent graduate with a degree in [Your Degree] from [Your University], I am eager to apply my skills and enthusiasm to your team.

During my academic career, I gained valuable experience in [relevant skills or experiences related to the position]. I have developed strong [specific skills related to the job], and I am particularly excited about the opportunity to contribute to [specific project or goal of the company].

I admire [Company's Name] for [something specific about the company], and I am drawn to the opportunity to [how you can contribute to the company]. I am confident that my background and eagerness to learn make me a strong candidate for this entry-level role.

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and passions align with the goals of [Company's Name]. I can be reached at [Your Phone Number] or [Your Email Address].

Sincerely,
[Your Name]