

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

Dear [Employer's Name],

I am writing to express my interest in the junior position at [Company Name] as advertised [where you found the job posting]. I am a [Your Degree/Field of Study] graduate from [Your University/College] and am eager to begin my career in [specific industry or field relevant to the job].

During my studies, I gained valuable experience in [mention relevant skills or experiences]. Additionally, I have completed [any internships, projects, or volunteer work] that helped me develop [specific skills or knowledge related to the job].

I am particularly drawn to this role at [Company Name] because [mention what you find appealing about the company or position]. I am excited about the opportunity to contribute [specific skills or attributes] to your team.

Enclosed is my resume, which provides further details about my background and qualifications. I am looking forward to the opportunity to discuss how I can be a valuable addition to your team. Thank you for considering my application.

Sincerely,
[Your Name]