

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the Junior [Job Title] position at [Company Name] as advertised on [where you found the job listing]. With a strong passion for [your field/industry] and a solid foundation in [relevant skills or experience], I am excited about the opportunity to contribute to your team and grow within [Company Name].

I recently graduated from [Your University] with a degree in [Your Degree], where I developed skills in [mention any relevant skills or experiences]. My internship at [Previous Company/Organization] allowed me to [describe relevant experience or achievement], further fueling my enthusiasm for [industry/role].

I am particularly drawn to [Company Name] because of [something specific about the company or its values]. I admire [specific project, value, or aspect of the company], and I believe my background in [relevant skill or experience] aligns well with your team's goals.

I am eager to bring my skills in [mention a couple of relevant skills] to [Company Name] and to learn from the talented professionals within your organization. Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team.

Sincerely,
[Your Name]