

[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 at [Company's Name], as advertised on [where you found the job listing]. As a recent graduate with a degree in [Your Degree] from [Your University], I am eager to contribute my skills and enthusiasm to your team.

During my studies, I gained valuable experience in [mention relevant skills or experience], which I believe aligns well with the requirements of this role. I am particularly drawn to [Company's Name] because [mention something specific about the company or its values].

I am confident that my background in [mention relevant skills] and my passion for [mention relevant interests related to the job] make me a suitable candidate for this position. I am eager to learn and grow, and I am excited about the opportunity to contribute to [Company's Name].

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and interests align with the goals of your team. I hope to hear from you soon to arrange an interview.

Sincerely,  
[Your Name]