

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[KTIV Television]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the Graphics Designer position at KTIV, as advertised [where you found the job listing]. With a strong background in graphic design and a passion for creating visually compelling content, I am excited about the opportunity to contribute to your team.

In my previous role at [Previous Company], I successfully [specific achievement or responsibility related to graphic design]. My experience with various design software, including [list relevant software], has equipped me with the skills necessary to produce high-quality graphics that align with branding guidelines and resonate with audiences.

I am particularly drawn to KTIV because of [specific reason related to KTIV's mission, values, or projects]. I admire your commitment to [mention a project or aspect of KTIV], and I believe my design style and vision would complement your objectives.

Enclosed is my resume, which provides further details about my professional experience and portfolio of work. I would welcome the opportunity to discuss how my skills and creativity can contribute to the continued success of KTIV.

Thank you for considering my application. I look forward to the possibility of speaking with you.

Sincerely,  
[Your Name]