

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

KTIV

[Company Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Job Title] position at KTIV, as advertised on [Where You Found the Job Posting]. With my background in [Your Field/Area of Expertise] and a passion for [Relevant Interest Related to Position], I am excited about the opportunity to contribute to your team.

In my previous role at [Your Previous Company], I successfully [Describe a Relevant Achievement or Responsibility]. This experience honed my skills in [Related Skills] and reinforced my commitment to delivering high-quality results. I am particularly drawn to KTIV because of [Specific Reason Related to the Company/Role] and believe my unique background can add value to your station.

I would love the opportunity to further discuss how my skills and experiences align with the needs of your team. I am available for an interview at your earliest convenience and can be reached at [Your Phone Number] or [Your Email Address].

Thank you for considering my application. I look forward to the possibility of contributing to KTIV and am eager to bring my passion for [Industry/Field] to your team.

Sincerely,
[Your Name]