

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the HGV Driver position at [Company Name] as advertised [where you found the job listing, e.g., on your company website]. With my extensive experience in driving heavy goods vehicles and a strong commitment to safety and efficiency, I am confident in my ability to contribute positively to your team.

I hold a valid HGV license and have [number] years of experience operating [specific types of vehicles]. My previous role at [Last Company Name] involved performing deliveries across [location/region], where I developed excellent route planning and time management skills.

I pride myself on my strong communication skills and ability to work well with diverse teams. My commitment to safety is unwavering, as demonstrated by my [mention any relevant certifications, e.g., "clean driving record" or "completion of a CPC training course"].

I am excited about the opportunity to bring my unique strengths to [Company Name] and help ensure timely deliveries while maintaining the highest standards of safety and professionalism.

Thank you for considering my application. I look forward to the possibility of discussing my application further.

Sincerely,  
[Your Name]