

[Your Name]  
[Your Address]  
[City, Postcode]  
[Email Address]  
[Phone Number]  
[Date]  
[Employer's Name]  
[Company Name]  
[Company Address]  
[City, Postcode]

Dear [Employer's Name],

I am writing to express my interest in the HGV Driver position as advertised on [where you found the job listing]. With [number] years of experience in the logistics and transportation industry, I am confident in my ability to contribute effectively to your team at [Company Name]. I hold a valid HGV license [mention class of license, e.g., Class 1, Class 2], along with a clean driving record. My experience includes [briefly list relevant experience, e.g., long-haul driving, delivery schedules, familiarity with ADR requirements]. I pride myself on my strong commitment to safety and compliance with all traffic regulations. Throughout my career, I have demonstrated excellent time management skills, ensuring timely deliveries while maintaining exceptional customer service. My ability to navigate various terrains and adapt to changing conditions has allowed me to exceed performance expectations consistently.

I am particularly impressed by [mention something specific about the company, e.g., its commitment to sustainability, growth in the industry], and I am eager to bring my skills and experience to your esteemed company.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the success of [Company Name]. Please find my CV attached for your review.

Yours sincerely,

[Your Name]