

[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 postal position advertised on [where you found the job listing]. With a strong background in customer service and a commitment to efficiency, I believe I am well-suited for this role.

In my previous position at [Your Previous Company], I developed important skills in [relevant skills or experiences]. I have always been passionate about providing excellent service and ensuring the timely delivery of important communications.

I am eager to contribute to [Company's Name] and help enhance the efficiency of your operations. I look forward to the possibility of discussing my application with you in more detail.

Thank you for considering my application. I hope to hear from you soon.

Sincerely,
[Your Name]