

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

[Recipient's Name]
[Hiring Manager's Title]
[Company/Organization Name]
[Company/Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the Postal Worker position at [Company/Organization Name] as advertised [where you found the job listing]. With my strong work ethic and commitment to customer service, I am confident in my ability to contribute positively to your team.

In my previous role at [Your Previous Employer], I gained valuable experience in [relevant experience or skills related to postal work]. I am proficient in [list any relevant skills or tools], and I take pride in my ability to maintain accuracy and efficiency in a fast-paced environment.

I am particularly drawn to this position because [mention any specific reasons related to the postal service or the company]. I believe my skills align well with the requirements of this role, making me a strong candidate for the position.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the success of [Company/Organization Name].

Sincerely,
[Your Name]