

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Title]  
[PJSW Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the [specific position] at PJSW, as advertised on [where you found the job posting]. With my background in [your field/industry] and my experience in [relevant skills/experiences], I am confident in my ability to contribute to your team.

I have [number] years of experience in [specific area], where I [briefly describe your relevant experience or achievements]. I am particularly drawn to this position because of [reason you want to work at PJSW or in this position].

Enclosed is my resume, which provides more details on my professional journey. I look forward to the opportunity to discuss how I can contribute to PJSW's continued success. Thank you for considering my application.

Sincerely,  
[Your Name]