[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]
Dear [Recipient Name],
I am writing to express my interest in the Quality Assurance position at [Company Name] as advertised on [where you found the job listing]. With a background in software testing and a strong commitment to quality, I am excited about the opportunity to contribute to your team.
In my previous role at [Previous Company Name], I successfully [mention a relevant achievement or responsibility that showcases your skills]. This experience honed my ability to [mention specific QA skills, such as developing test cases, executing test plans, etc.].
I am particularly drawn to [Company Name] because of [mention what you admire about the company or its products/services]. I believe my skills in [mention relevant skills or technologies] will align well with the goals of your QA team.
I would appreciate the opportunity to further discuss how I can contribute to the quality assurance efforts at [Company Name]. Thank you for considering my application. I look forward to the possibility of discussing my application with you.
Sincerely,
[Your Name]