

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Hiring Manager's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the Manual QA Engineer position at [Company's Name], as advertised on [where you found the job listing]. With a solid background in software quality assurance and a keen eye for detail, I am confident in my ability to contribute effectively to your team.

In my previous role at [Previous Company Name], I was responsible for executing test cases, reporting bugs, and working closely with developers to ensure high-quality software delivery. My experience includes conducting functional, regression, and user acceptance testing, which has equipped me with the skills to identify issues and verify solutions efficiently.

I am particularly drawn to this position at [Company's Name] because of [specific reason related to the company or its projects]. I admire [specific trait about the company], and I believe my expertise in [specific skills or tools relevant to the job] will allow me to add significant value to your QA processes.

Enclosed is my resume, which includes further details about my professional journey. I am excited about the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company's Name]. Thank you for considering my application. I look forward to the possibility of contributing to your esteemed team.

Sincerely,  
[Your Name]