

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the Quality Assurance (QA) position at [Company Name] as advertised [where you found the job listing]. With a strong background in software testing and a passion for quality, I am confident that I would be a valuable asset to your team. In my previous role at [Previous Company Name], I was responsible for developing and executing test plans, identifying defects, and ensuring that software applications meet the highest quality standards. My experience with both manual and automated testing tools, such as [list relevant tools], has equipped me with the technical skills necessary to effectively assess application functionality and performance.

I thrive in fast-paced environments and have a proven track record of collaborating with cross-functional teams to achieve project goals. I am adept at analyzing requirements and developing comprehensive test cases that ensure complete coverage of all aspects of the software. My attention to detail and analytical mindset allow me to uncover potential issues and facilitate timely resolutions.

I am particularly drawn to this position at [Company Name] because of [mention any specific reasons related to the company or projects they work on]. I am excited about the opportunity to contribute to your team's success and help deliver exceptional products to your clients.

Thank you for considering my application. I look forward to the possibility of discussing how my skills and experiences align with the needs of your team. Please feel free to contact me at [Your Phone Number] or [Your Email] to arrange a conversation.

Sincerely,  
[Your Name]