[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 position at [Company Name] as advertised on [Where You Found the Job Listing]. With a background in [Your Relevant Experience or Education] and a strong passion for ensuring high-quality products, I am excited about the opportunity to contribute to your team.
In my previous role at [Your Last Company], I successfully [Briefly Describe a Relevant Achievement or Responsibility], which resulted in [Outcome]. I am proficient in [List Relevant Skills or Tools], and I am dedicated to delivering exceptional results through meticulous testing and attention to detail.
I am particularly drawn to this position at [Company Name] because [Briefly Explain Why You Are Interested in the Company or Role]. I believe my skills in [Skill 1], [Skill 2], and [Skill 3] will allow me to make a meaningful impact on your QA team.
Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company Name]. Please feel free to contact me at [Your Phone Number] or [Your Email] to arrange a conversation.
Sincerely,
[Your Name]