

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

Dear [Employer's Name],

I am writing to express my interest in the Quality Assurance position listed on [where you found the job listing] at [Company's Name]. With a [degree in field or relevant certification] and [number] years of experience in quality assurance and testing, I am confident in my ability to contribute effectively to your team.

In my previous role at [Previous Company Name], I successfully [mention a relevant achievement or responsibility], which resulted in [describe the positive outcome]. My strong attention to detail and analytical skills have allowed me to consistently identify areas for improvement and ensure adherence to industry standards.

I am particularly drawn to this position at [Company's Name] because [mention something specific about the company or its values that appeals to you]. I am eager to bring my expertise in [specific skills or tools relevant to the job] to your team and help deliver high-quality products. Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experiences align with the goals of [Company's Name]. Please find my resume attached for your review.

Sincerely,
[Your Name]