

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

The General Manager
Reserve Bank of India
[Department Name]
[Office Address]
[City, State, ZIP Code]

Dear Sir/Madam,

Subject: Application for the [Job Title] Position

I am writing to express my interest in the [Job Title] position at the Reserve Bank of India as advertised on [where you found the job listing]. With my background in [your field of study/experience] and my passion for [relevant interests], I am excited about the opportunity to contribute to your esteemed institution.

I hold a [Degree] in [Your Major/Field] from [Your University], and I have [number] years of experience in [related experience]. My skills in [mention relevant skills] have prepared me to [explain how your skills relate to the job].

I am particularly drawn to this role because [mention specific reasons related to the RBI's mission or values]. I am eager to bring my expertise in [specific skills] and my commitment to [mention any relevant values or objectives] to the Reserve Bank of India.

I have attached my resume for your review. I would appreciate the opportunity to discuss my application further and explore how I can contribute to the ongoing success of the RBI. Thank you for considering my application.

Sincerely,
[Your Name]