

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

[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Subject: RJ Visa Application for Employment

Dear Sir/Madam,

I am writing to formally submit my application for the RJ visa, as I have secured a job offer with [Company Name] in [Location]. I am enthusiastic about the opportunity to contribute my skills as [Job Title/Position] and believe that my experience in [Your Field/Industry] aligns perfectly with the requirements of the position.

Enclosed with this letter are the following documents:

1. Job offer letter from [Company Name]
2. Completed visa application form
3. Valid passport copy
4. Resume/CV
5. Educational certificates
6. Any additional required documents

I kindly request your assistance in processing my application at your earliest convenience. Should you need any further information or clarification, please feel free to contact me.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]