

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your 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 Social Media Manager position at [Company's Name] as advertised [where you found the job posting]. With a background in digital marketing and a strong passion for social media strategy, I am excited about the opportunity to contribute to your team. In my previous role at [Your Previous Company], I successfully [describe a relevant accomplishment or responsibility]. This experience equipped me with the skills to [mention specific skills related to social media management].

I am particularly drawn to [Company's Name] because [mention something specific about the company or its culture that attracts you]. I believe my skills in [list relevant skills] would be a perfect fit for your team. Thank you for considering my application. I am looking forward to the opportunity to discuss how my experience and vision align with the goals of [Company's Name].

Sincerely,
[Your Name]