[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]
[Hiring Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]
Dear [Hiring Manager's Name],
I hope this message finds you well. My name is [Your Name], and I am writing to inquire about potential software engineering opportunities within [Company's Name]. With a background in [your major skills or experience], I believe I would be a valuable addition to your team.
I recently graduated from [Your University] with a degree in [Your Degree] and have [X years] of experience in software development, specializing in [Specific Technologies or Areas of Expertise]. I am particularly drawn to [Company's Name] because of [specific reason related to the company, such as its projects, values, or achievements].
I am eager to bring my skills in [mention specific skills or tools] to [Company's Name] and contribute to [mention relevant company projects or goals]. I would appreciate any information regarding current or upcoming job openings, as well as any advice on how to apply successfully.
Thank you for considering my inquiry. I am looking forward to the possibility of discussing my application or any opportunities further.
Warm regards,
[Your Name]