

[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 [Job Title] position listed at [Where You Found the Job Posting]. As a recent graduate with a [Your Degree] from [Your University], I am eager to bring my skills and enthusiasm to [Company's Name].

During my studies, I gained experience in [relevant skills or experiences], which I believe would be valuable in this role. My [mention any relevant projects, internships, or extracurricular activities] have equipped me with a strong foundation in [related field/skills].

I am particularly drawn to [Company's Name] because [reason for your interest in the company or role]. I admire [something about the company], and I am excited about the opportunity to contribute to your team.

I am confident that my [mention qualities or skills] would make me a great fit for this position. I look forward to the possibility of discussing how I can contribute to the success of [Company's Name].

Thank you for considering my application. I hope to discuss my application further in an interview.

Sincerely,
[Your Name]