

[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]
[Date]
[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip]

Dear [Employer's Name],

I am writing to express my interest in the VC Investment Analyst position at [Company's Name] as advertised on [where you found the job posting]. With a strong background in finance and a passion for identifying innovative startups, I believe I am well-suited to contribute to your team.

In my previous role at [Previous Company], I successfully [describe a relevant responsibility or project, e.g., "conducted market research and financial analysis that led to a successful investment in a high-growth tech startup"]. My educational background in [Your Degree] from [Your University], combined with my experience in [specific relevant experience], has equipped me with the analytical skills and industry knowledge necessary for evaluating investment opportunities.

I am particularly drawn to [Company's Name] because of [specific reason related to the company's focus, values, or recent activities in the VC landscape]. I am excited about the opportunity to leverage my expertise in [specific skills or tools relevant to VC analysis, e.g., financial modeling, due diligence processes, etc.] to support the team's investment strategies.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company's Name].

Sincerely,
[Your Name]