

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

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Job Title] position at [Company Name] as advertised on [where you found the job posting]. With a strong background in [Your Field/Skill Area] and a passion for [specific aspect related to the job/industry], I believe I would be a great fit for your team.

In my previous role at [Previous Company Name], I successfully [mention a relevant achievement or responsibility that showcases your skills]. This experience has equipped me with the skills necessary to [mention skills relevant to the job description]. I am particularly impressed by [something specific about the company or its projects] and am eager to contribute to such innovative work.

I am excited about the opportunity to work in Wuhan, as I have always been fascinated by [mention any specific interest related to the city, culture, or industry in Wuhan]. I am confident that my background in [Your Field/Skill Area] and my ability to [mention another relevant skill or experience] will allow me to effectively contribute to [Company Name]. Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experiences align with the goals of your team.

Sincerely,
[Your Name]