

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the [Job Title] position at QVC, as advertised on [Where You Found the Job Posting]. With my background in [Your Relevant Experience/Field], I believe I can contribute effectively to your team.

In my previous role at [Your Previous Company], I successfully [mention a relevant achievement or responsibility]. This experience has equipped me with the skills necessary to [mention any specific skills related to the job/role].

I am particularly drawn to QVC because [mention something specific about the company or its values that resonates with you]. I am excited about the opportunity to bring my expertise in [specific skills or experiences] to your team and help drive [mention any relevant goals or initiatives of the company].

Thank you for considering my application. I look forward to the opportunity to discuss how my background and passion for [relevant field/area] align with the team at QVC.

Sincerely,
[Your Name]