

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

Dear [Employer's Name],

I am writing to apply for the [Position Title] at [Company/Organization Name], as advertised [where you found the job listing]. I am currently a student at the University of Queensland, pursuing a degree in [Your Degree] with a focus on [Your Focus/Area of Study].

I believe that my skills and experiences make me a strong candidate for this position. [Briefly mention relevant experiences, skills, or coursework that relate to the job]. Additionally, my involvement in [any relevant extracurricular activities, societies, or volunteer work] has further developed my [specific skills related to the job].

I am particularly drawn to this opportunity because [explain why you are interested in this position and how it aligns with your academic or career goals]. I am eager to contribute to your team and gain practical experience while continuing my studies.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further. Please feel free to contact me at your convenience.

Sincerely,

[Your Name]
[Your Student ID (if applicable)]