

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[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]. With a background in UX design and a passion for creating user-centered solutions, I am excited about the opportunity to contribute to your team.

My experience includes [briefly highlight relevant experience or skills]. I believe my ability to [mention a specific skill or trait] aligns well with the goals of [Company Name].

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your team.

Sincerely,  
[Your Name]