

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

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am writing to express my interest in the UX Manager position at [Company Name] as advertised [where you found the job listing]. With a robust background in user experience design and management, I believe I can contribute effectively to your team and help elevate the user experience of your products.

In my previous role at [Previous Company Name], I successfully [briefly describe a relevant achievement or responsibility that aligns with the job]. This experience has equipped me with a deep understanding of user-centered design principles and the ability to lead cross-functional teams in creating engaging and effective user experiences.

I am particularly drawn to [Company Name] because of [something specific about the company or its projects that attracts you], and I am excited about the possibility of contributing to such innovative work. I am eager to bring my skills in user research, wireframing, prototyping, and usability testing to your team.

I would love the opportunity to discuss how my experience and vision align with the needs of your team. Thank you for considering my application. I look forward to the possibility of speaking with you soon.

Warm regards,
[Your Name]