Add your name



Add email

Add phone number

[Hiring manager name]
[Hiring Manager title]

**[Company name]**

Dear [add hiring manager name],

I am writing to apply for the position of [add job title] at [add company], as advertised on the Field.

My enthusiasm for [add role/industry] stems from [add a personal story about why you want the job]. Powerful marketing connects communities, and as a people person, I love being part of that process.

As an employer of choice, many things stand out for me at [add organisation name]. In particular [add something about the company that excites you, such as a particular initiative, product etc], which connects with my own values and approach to life and business. [Add a personal story about why the company initiative, product etc connects with you].

Throughout my career I’ve demonstrated [add a skill mentioned in the position description for the job (eg. problem solving), and a particular time when you successfully showed that skill. This story can be personal or professional]. This meant that we successfully [add 2 to 3 positive outcomes of the story]. Throughout 2021 and 2022, I also [add another skill mentioned in the position description. Try adding a time you were challenged, and how you overcame the challenge].

I would love an opportunity to work at [add company name] because [add a few reasons why working there would benefit everyone]. I would really appreciate an opportunity to speak with you in person to discuss this role more deeply, and how I would be a great fit for you organisation.

I look forward to hearing from you.

All the best,

[add your name]