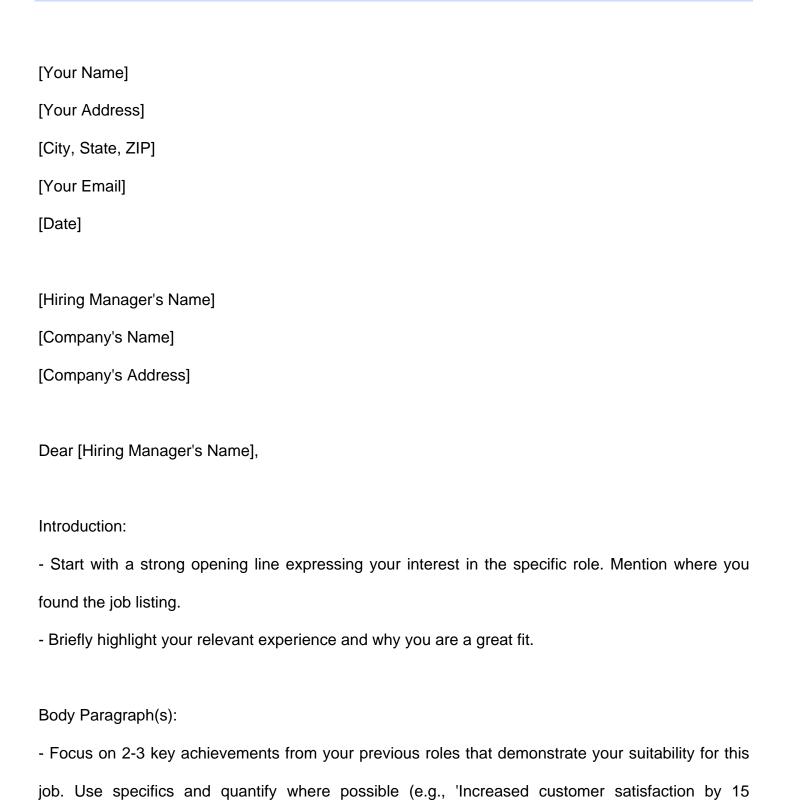
Resume and Cover Letter Templates

Cover Letter Template

percent').



- Mention a specific project or experience that directly relates to the job. Describe the situation, your

Resume and Cover Letter Templates

role, and the positive outcome.

- Align your skills and experiences with the company values or mission. Show that you have researched the company.

Conclusion:

- Thank the hiring manager for their time and express enthusiasm for the opportunity to discuss your application further.
- Mention your preferred contact method and availability.

Closing:

Sincerely,

[Your Name]