

Your Address  
City, State ZIP  
Email: your.email@example.com

October 16, 2025

Recipient Name  
Recipient Title  
Organization  
Address  
City, State ZIP

Dear Dr. Smith,

I am writing to express my interest in the research position at your laboratory. With my background in computer science and three years of experience in machine learning research, I believe I would be a strong addition to your team.

In my current role as a research assistant at University Name, I have focused on natural language processing and deep learning. My work has resulted in two publications in top-tier conferences.

I am particularly excited about your recent work on neural architecture search. My experience with AutoML systems would allow me to contribute immediately to this project.

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experience align with your research goals.

Sincerely,

Your Name