

Pratik **Pingal**

Amrutdhara, Charholi, Pune, India

[] (+91) 9075715518 | @ pratikbpingale9075@gmail.com | A proxzima.dev | PROxZIMA | I pratik-pingale

"I believe I can and I'm halfway there."

Company Recruitment Team

September 21, 2025

<ORGANIZATION> <STREET NAME> <AREA. CITY POSTAL CODE>

Job Application for <Job role>

Dear < Mr./Ms./Dr. LastName/Hiring Team>,

I am writing to express my interest in the position of <Target role> at <Organization>. With extensive experience as a <Job title>, I possess strong expertise in <Hard Skills to JD> and have consistently demonstrated effective leadership and team management abilities.

The prospect of joining <Organization> is particularly appealing to me because <Reasons>. My academic background, including < Degrees, Certs>, has equipped me to successfully fulfill the responsibilities outlined in the job description.

I am confident that my skills and experience would enable me to make a meaningful contribution to your organization. I welcome the opportunity to discuss my qualifications further and have attached my resume for your review.

As highlighted in my professional summary, my background makes me well-suited for the role of <Target Role>. I am recognized for my <Transferable skills> and am proficient in <Systems>.

Throughout my career, I have demonstrated a strong commitment to organizational goals and have consistently delivered highquality results. Notable achievements include <List 3-4 achievements relevant to the JD>.

If you are seeking a dedicated and organized <Job title> with a proven track record of success, I would be pleased to discuss how my skills and experience can benefit <Organization>. I look forward to the possibility of contributing to your team.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

Pratik Pingale