



Pratik Pingale

Web Developer · Competitive Programmer

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

Company Recruitment Team

December 15, 2022

<ORGANIZATION>

<STREET NAME>

<AREA, CITY POSTAL CODE>

Job Application for <Job role>

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

I am writing in regard to your job opening for <Target role>. As a candidate with extensive experience in <Job title>, I am highly skilled in <Hard Skills to JD>. My solid background in <People Skills> has allowed me to manage teams with exceptional performance.

The opportunity to join <Organization> significantly interests me because <Reasons>. As a holder of <Degrees, Certs> I can competently execute <JD responsibilities>. I am confident that I can make a significant contribution to your organization. I would appreciate the opportunity to discuss my qualifications with you in more detail and I offer my resume for your review.

As per my professional summary, my qualities and experience make me highly suitable for the role of <Target Role>. I am highly regarded for <Transferable skills>. I am proficient in <Systems>.

Throughout my career, I have demonstrated the highest levels of service and commitment to the mission of any organization I have worked for. <List 3-4 achievements relevant to the JD>.

Thus, if you are looking for an organized and dedicated <What<Job title> + Who<with a proven track record of success>>, you are welcome to contact me to arrange an interview. I am eager to learn more about how your organization can benefit from my contribution.

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

Sincerely,

Pratik Pingale