**Optimize your cover letter to get more job interviews**

This free cover letter template will help you write an ATS-friendly cover letter. But how do you know what the hiring manager is looking for? What skills and experience should you include to show you’re the best candidate?

**Jobscan’s** [cover letter checker](https://www.jobscan.co/cover-letter-checker?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link) **helps you optimize your cover letter for each job listing so that your application is more attractive to recruiters and hiring managers.**

An optimized cover letter leads to more responses, more interviews, and more offers for the jobs you *really* want.

*“Honestly, it was like the floodgates opened. Within a week…I was absolutely flooded with contacts and people reaching out.”* [Kelly, South Carolina, Jobscan User](https://www.jobscan.co/blog/kelly-built-a-network-and-landed-a-job-in-a-new-city-using-jobscans-linkedin-optimization?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link)

*”It’s the greatest tool that I have seen when it comes to searching for jobs.”* [Mark Stark, Career Success Coach](https://www.jobscan.co/blog/why-this-career-coach-uses-jobscan?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link)

*“We’re seeing easily 30% or more increase in calls from recruiters when our students use Jobscan to tailor their resumes.”* [Jeffrey Stubbs, Director, Baylor University Career Center](https://www.jobscan.co/blog/jobscan-case-study-baylor-university?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link)

It’s frustrating to apply for dozens of jobs and not get any interviews. Use [Jobscan](https://www.jobscan.co/?utm_medium=referral&utm_source=cover-letter-templates&utm_campaign=cover-letter-templates&utm_content=internal-link) to optimize your resume, cover letter, and LinkedIn profile.

**90% of Jobscan Premium users landed an interview.**

Jobscan users have been hired by:

Logo

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Description automatically generated

**Jessica Harper**

Architect  
(555) 555-1234 | jessica.harper@email.com | linkedin.com/in/jessicaharper | Austin, TX

March 23, 2024

**David Larson**

Hiring Manager  
Urban Vision Architects  
456 Skyline Avenue

Austin, TX 78704

Dear David,

I’m thrilled to apply for the Architect position at Urban Vision Architects. With over eight years of experience designing sustainable and community-focused spaces, I’m eager to bring my creative vision and technical expertise to your forward-thinking team.

In my previous role at GreenLine Designs, I led the design and execution of a $12M mixed-use development project that incorporated energy-efficient materials and reduced operating costs by 30%. Highlights of my contributions include:

* **Winning a regional design award** for an innovative residential project that maximized natural light and ventilation.
* **Collaborating with a multidisciplinary team** to complete a commercial space ahead of schedule, saving the client $250,000 in costs.
* **Securing LEED Gold certification** for three consecutive projects, reflecting my commitment to sustainability.

Urban Vision Architects’ dedication to creating spaces that blend functionality with environmental responsibility aligns perfectly with my passion for sustainable design. I’m particularly inspired by your recent community park redevelopment project and would be excited to contribute similar impactful solutions.

Beyond my technical skills, I excel at building strong client relationships and managing projects from concept to completion. My ability to deliver innovative designs while staying within scope and budget ensures client satisfaction and project success.

I would love the opportunity to discuss how my background and skills can support Urban Vision Architects’ mission. Please feel free to contact me at jessica.harper@email.com or (555) 555-1234 to schedule a time to connect.

Thank you for considering my application—I look forward to the possibility of contributing to your team’s exciting projects.

Best regards,

**Jessica Harper**