**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

Description automatically generated with medium confidenceLogo

Description automatically generated with medium confidence

Logo

Description automatically generated

**LAMAR WHITE**

*Employment Specialist*

*Seattle, WA • (555) 555-1234*

*lamarwhite@email.com • linkedin.com/in/lamar-white*

April 14, 2023

Mr. Irwin Batara,

Director of Human Resources

YWCA Seattle

1118 Fifth Avenue

Seattle, WA 98101

Dear Mr. Batara,

I recently read that the YWCA raised $1.36 million through the 2022 Inspire Luncheon series! Congratulations on this milestone in eliminating racism and empowering women.

Challenges always accompany achievements, and because of the recent economic upswing, I imagine that the YWCA will need more integrated employment tools for clients going forward.

Your job ad noted that you require a professional to coach clients in developing job skills and provide them with support services. As a Case Manager at YouthCare I worked as a part of The Tile Project, where I helped ten homeless youth develop writing skills, create art, and ultimately get off the streets. I also supported each client’s individual empowerment through job training, increasing the youth job placement rate from 35% to 50%.

I am a Seattle native, and as someone who cares deeply about our community, the YWCA’s work of providing individuals with tools to overcome poverty and discrimination is extremely important to me. I would be an effective contributor to that work and plan to exceed expectations as your Employment Specialist.

I will follow up with you this coming Monday, April 21. Meanwhile, you can contact me at (555) 555-1234 or via email at lamarwhite@email.com.

Sincerely,

Lamar White