

[Your Name]
[Your Phone Number]
[Your Email Address]
[Your LinkedIn Profile]

[Date]

[Hiring Manager Name]
[Company Name]
[Company Address]

RE: Application for Software Project Manager - Referred by [Referrer Name]

Dear [Hiring Manager Name],

I am writing to express my interest in the Software Project Manager position at [Company Name], as recommended to me by [Referrer Name], who currently serves as [Referrer's Job Title] at your organization. Having followed [Company Name]'s recent achievements in [Industry/Specific Technology], I am eager to bring my experience in Agile methodologies and full-cycle SDLC management to your team.

In my current role at [Current/Previous Company], I oversaw the delivery of [Type of Project] that resulted in [Specific Metric, e.g., 20% faster delivery or 15% budget reduction]. My background in balancing stakeholder expectations with technical constraints aligns closely with the goals [Referrer Name] described regarding your upcoming [Specific Project or Department Goal].

Specifically, I offer expertise in:

- Leading cross-functional teams of developers, designers, and QA engineers.
- Managing complex project roadmaps using [Tool Name, e.g., Jira, Asana].
- Implementing risk mitigation strategies that ensure on-time deployment.

I would appreciate the opportunity to discuss how my project management approach can contribute to the continued success of [Company Name]. Thank you for your time and for considering my application through [Referrer Name]'s referral.

Best regards,

[Your Signature]
[Your Typed Name]