

[Your Full Name]
[Portfolio URL]
[Email Address] | [Phone Number]

[Date]

To: [Hiring Manager Name]
[Company Name]
[Company Address]

Re: Senior Graphic Designer Application - Referred by [Referral Name]

Dear [Hiring Manager Name],

I am writing to express my interest in the Senior Graphic Designer position at [Company Name]. My colleague, [Referral Name], who currently serves as [Referral's Job Title] at your firm, suggested I reach out regarding this opportunity based on my background in [Specific Design Niche].

With over [Number] years of experience leading creative projects, I have developed a specialized expertise in translating complex brand strategies into high-impact visual narratives. In my most recent role at [Current/Previous Company], I successfully spearheaded [Briefly Mention a Major Project], which resulted in a [Percentage/Metric] increase in [Outcome].

My technical proficiency in the Adobe Creative Suite, combined with my experience in mentoring junior designers and overseeing end-to-end production workflows, aligns with the leadership requirements of your creative team. I have long admired [Company Name]'s commitment to [Mention a specific company value or project], and I am confident that my aesthetic sensibility and strategic approach would be a strong asset to your upcoming initiatives.

I have attached my resume and a link to my digital portfolio for your review. I look forward to the possibility of discussing how my vision and technical skills can contribute to the continued success of [Company Name].

Best regards,

[Your Signature]
[Your Printed Name]