

[Your Name]
[Your Portfolio Link]
[LinkedIn Profile]
[Date]

Dear [Hiring Manager Name or "Design Team"],

I am writing to express my interest in the [Job Title] position at [Company Name]. I was encouraged to apply by [Referrer's Name], who currently works as a [Referrer's Job Title] on your [Department] team.

With a background in [Number] years of UI/UX design, I have specialized in creating [Specific Type of Products, e.g., SaaS platforms/Mobile Apps]. Having discussed the company culture and design philosophy with [Referrer's Name], I am particularly drawn to [Company Name]'s approach to [Specific Design Aspect, e.g., user accessibility/design systems].

In my recent role at [Previous Company], I led the redesign of [Project Name], which resulted in a [Metric, e.g., 20% increase in conversion]. My process focuses on bridging the gap between user empathy and business goals through [Skill 1], [Skill 2], and [Tool/Software].

I have attached my portfolio for your review and would welcome the opportunity to discuss how my design methodology aligns with the goals of your team. Thank you for your time and consideration.

Best regards,
[Your Name]