

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

[Date]

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

RE: Freight Logistics Specialist Application - Referred by [Name of Referring Individual]

Dear [Hiring Manager Name],

I am writing to express my interest in the Freight Logistics Specialist position at [Company Name]. I was referred to this opportunity by [Referrer's Name], [Referrer's Title or Relationship to Company], who suggested that my background in supply chain coordination and freight management would be a strong match for your team's current needs.

With [Number] years of experience in logistics, I have developed a deep understanding of [mention specific expertise, e.g., LTL/FTL shipping, international customs, or carrier negotiations]. In my previous role at [Previous Company], I successfully managed [mention a specific metric, e.g., a high volume of monthly shipments or a specific budget] while maintaining a [Percentage]% on-time delivery rate. My focus has always been on optimizing route efficiency and reducing operational overhead without compromising service quality.

I am particularly drawn to [Company Name] because of your reputation for [mention a specific company trait, e.g., innovative tracking technology or global reach]. I am confident that my proficiency in [mention software, e.g., TMS, SAP, or Excel] and my ability to resolve complex transit discrepancies will allow me to contribute immediately to your logistics department.

I have attached my resume for your review and would appreciate the opportunity to discuss how my experience aligns with the goals of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]