

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

[Current Date]

[Recipient Name]
[Title, e.g., Director of Communications]
[Global PR Agency/Company Name]
[Company Address]

Dear [Recipient Name],

I am writing to express my interest in the [Position Name] role at [Company Name], as recommended to me by [Referral Name], [Referral's Title at Company or Relation to Recipient]. Having followed [Company Name]'s recent global campaigns for [Specific Client or Industry], I am eager to bring my expertise in international media relations and strategic storytelling to your team.

In my most recent role as [Your Current/Previous Title], I specialized in managing cross-border communications across [Regions/Markets]. I successfully [Mention a major PR achievement, e.g., secured Tier-1 global media coverage or managed a multi-market crisis]. This experience has provided me with a deep understanding of how to adapt brand messaging for diverse cultural landscapes while maintaining a cohesive global identity.

My background aligns with [Company Name]'s reputation for [Mention a company value, e.g., innovation, data-driven PR, or ethical advocacy]. I am particularly skilled in:

- [Key Skill 1, e.g., Global Media Pitching]
- [Key Skill 2, e.g., Stakeholder Management]
- [Key Skill 3, e.g., Digital PR & Analytics]

I have attached my resume for your review and would appreciate the opportunity to discuss how my global perspective can contribute to the continued success of [Company Name]'s PR initiatives. Thank you for your time and for considering [Referral Name]'s recommendation.

Best regards,

[Your Name]