

[FULL NAME]

[City, State, Zip] | [Phone Number] | [Email Address] | [LinkedIn Profile]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

Dear [Hiring Manager Name],

I am writing to express my interest in the **Project Manager** position at [Company Name]. As a United States Coast Guard Veteran with a Project Management Professional (PMP) certification and [Number] years of experience leading complex maritime and administrative operations, I offer a unique blend of disciplined leadership and strategic execution.

During my service in the Coast Guard, I was responsible for [Briefly describe a major responsibility, e.g., coordinating search and rescue assets or managing cutter maintenance cycles]. This background instilled in me a "Semper Paratus" mindset, ensuring that projects are delivered on time and within scope, even in high-pressure, rapidly changing environments. My core competencies include:

- **Strategic Planning:** Managing multi-million dollar assets and cross-functional teams to achieve mission-critical objectives.
- **Risk Mitigation:** Implementing rigorous safety and operational protocols to minimize downtime and resource waste.
- **Stakeholder Communication:** Liaising between diverse agencies, senior command, and civilian contractors to ensure seamless project integration.

Transitioning from military service to the corporate sector, I have successfully applied my PMP methodologies to [Mention a civilian project or a specific military project described in civilian terms]. I am confident that my ability to lead diverse teams and my commitment to operational excellence will provide immediate value to [Company Name].

Thank you for your time and for your company's commitment to recruiting veterans. I look forward to discussing how my background in the Coast Guard and my project management expertise can support your team's upcoming goals.

Respectfully,

[Full Name]

[Rank/Rate], USCG (Vet)