

**[Your Full Name]**

[City, State, Zip Code] | [Phone Number]

[Email Address] | [LinkedIn Profile URL]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

**RE: Application for [Project Manager Position Name]**

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Job Title] position at [Company Name]. As a veteran of the United States Marine Corps with [Number] years of leadership experience, I offer a unique blend of disciplined operational planning, risk mitigation, and team management that aligns directly with the requirements of modern project management.

During my service as a [Your Rank/Military Occupational Specialty], I was responsible for the strategic oversight of [Description of Assets, Personnel, or Missions]. I successfully led teams of [Number] in high-stakes environments, ensuring that complex objectives were met on time and within resource constraints. My background in the Marine Corps has instilled in me a "mission-first" mentality, complemented by the ability to adapt to shifting priorities—a critical skill for managing project lifecycles and stakeholder expectations.

Key highlights of my experience that translate to [Company Name] include:

- **Strategic Planning:** Developed and executed operational orders (OPORDs) comparable to comprehensive Project Management Plans.
- **Resource Management:** Managed equipment and logistics valued at [Dollar Amount], ensuring 100% accountability and operational readiness.
- **Leadership & Communication:** Directed cross-functional teams under pressure, facilitating clear communication between subordinates and senior command.

I am eager to apply my expertise in [Specific Skill, e.g., Agile methodologies or Logistics] to help [Company Name] achieve its project milestones. Thank you for your time and for considering my transition into your organization. I look forward to the opportunity to discuss how my leadership background can contribute to your team's success.

Sincerely,

[Your Signature (if sending by mail)]

**[Your Typed Name]**