

[Your Full Name]

[Portfolio URL / LinkedIn Profile]

[Email Address]

[WhatsApp/Phone Number]

[Current Timezone/Location]

[Date]

[Hiring Manager Name]

[Company Name]

[Company Address or "Remote"]

Dear [Hiring Manager Name or "Team"],

I am writing to express my interest in the [Job Title] position at [Company Name]. As a remote-first Social Media Manager with [Number] years of experience, I specialize in building digital communities and executing data-driven content strategies that resonate across global markets.

Throughout my career as a digital nomad, I have mastered the art of asynchronous communication and self-management. In my previous role at [Previous Company/Project], I successfully [mention a key achievement, e.g., increased engagement by X% or managed a budget of \$Y]. My ability to remain productive across different time zones ensures that [Company Name]'s social presence remains consistent and responsive around the clock.

I am particularly drawn to [Company Name] because of [mention a specific campaign or company value]. I am proficient in [List Tools, e.g., Loomly, Canva, Meta Business Suite, Slack] and am accustomed to collaborating with distributed teams to meet tight deadlines without the need for direct supervision.

I have attached my portfolio, which highlights my work in [Specific Niche/Industry]. I look forward to the possibility of discussing how my global perspective and technical skills can contribute to your team's growth.

Best regards,

[Your Full Name]