

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

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

Dear [Hiring Manager Name],

Re: Application for [Job Title]

I am writing to express my interest in the [Job Title] position at [Company Name]. Having spent [Number] years as a Director at [Nonprofit Name], I have successfully scaled operations and managed high-level stakeholder relationships. I am now seeking to transition my expertise in [Key Skill, e.g., strategic growth or operational efficiency] to the private sector to drive measurable results for [Company Name].

Throughout my tenure as a Director, I operated with a performance-driven mindset akin to a corporate environment. My key achievements include:

- **Strategic Leadership:** [Describe a time you managed a large budget, P&L, or diverse team to reach a specific target].
- **Revenue & Growth:** [Mention success in fundraising or partnership development, translated into business terms like 'revenue generation' or 'market expansion'].
- **Operational Excellence:** [Detail how you optimized processes or technology to increase ROI or efficiency].

While my background is in the nonprofit sector, my core competencies-[Skill 1], [Skill 2], and [Skill 3]-are directly transferable to the challenges facing [Company Name]. I am particularly drawn to your company's focus on [Specific Company Value or Recent News], and I am eager to apply my ability to deliver high-impact results with lean resources to your [Department Name] team.

I look forward to discussing how my leadership experience and cross-functional skill set can contribute to the continued success of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]  
[Your Printed Name]