

[Your Full Name]

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[Your Phone Number]

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[Your Email Address]

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[Your LinkedIn Profile/Portfolio URL]

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[Date]

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[Hiring Manager Name]

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[Company Name]

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[Company Address]

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Dear [Hiring Manager Name/Department Head],

I am writing to express my enthusiastic interest in the [Job Title] position at [Company Name]. Having recently decided to return to the workforce after a [Length of Time] hiatus to [Brief Reason: e.g., pursue education/family care/personal projects], I am now pivoting my career focus toward [Target Industry].

During my previous tenure in [Former Industry], I developed a robust foundation in [Skill 1], [Skill 2], and [Skill 3]. While my professional background is rooted in a different sector, the core competencies I possess-specifically [Transferable Skill, e.g., project management or strategic analysis]-are directly applicable to the challenges faced by [Company Name]. My time away from the traditional office environment has allowed me to [mention a relevant certification, course, or self-study undertaken during the gap], ensuring my technical knowledge is current and aligned with [Target Industry] standards.

What draws me to [Company Name] is your reputation for [Specific Company Value or Recent Project]. I am eager to apply my unique perspective and seasoned professional maturity to contribute to your team's success. I view this industry shift not as a start from scratch, but as a deliberate evolution of my career where my diverse experiences will foster innovative problem-solving.

I look forward to the possibility of discussing how my background and my dedicated commitment to this new career path can benefit [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Typed Name]