

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

[Date]

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

Dear [Hiring Manager Name],

I am writing to express my enthusiastic interest in the Career Coach position at [Company Name]. Having spent [Number] years as a Staffing Specialist at [Current/Previous Company], I have developed a deep understanding of the recruitment lifecycle, employer expectations, and the barriers candidates face when navigating the job market. I am eager to transition my expertise from talent acquisition to dedicated candidate empowerment and professional development.

During my tenure in staffing, I have screened over [Number] resumes and conducted hundreds of interviews. This "behind-the-scenes" perspective allows me to offer unique insights to clients, including:

- **Resume Optimization:** Translating complex work histories into achievement-oriented documents that pass ATS filters.
- **Interview Strategy:** Training candidates to move beyond generic answers to provide high-impact, data-driven responses.
- **Market Alignment:** Coaching individuals on how to bridge the gap between their current skills and the specific demands of [Target Industry/Sector].

I am particularly drawn to [Company Name] because of your commitment to [Specific Company Mission or Value]. My background in managing high-volume placements has equipped me with the organizational skills and empathy required to manage a diverse caseload of clients while maintaining a high standard of personalized coaching.

I welcome the opportunity to discuss how my recruitment background can add value to your coaching team. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]