

To: [Hiring Manager Name/Title]

From: [Your Name]

Date: [Current Date]

Subject: Application for QA Automation Lead Position

Dear [Hiring Manager Name],

Please accept this letter as a formal expression of my interest in the **QA Automation Lead** position within the [Department Name] team. Having served as [Current Job Title] at [Company Name] for [Number] years, I possess a deep understanding of our current testing infrastructure and a clear vision for scaling our automation capabilities.

During my tenure here, I have successfully:

- [Key Achievement: e.g., Reduced regression time by X% through framework optimization]
- [Key Achievement: e.g., Mentored junior engineers in Selenium/Playwright best practices]
- [Key Achievement: e.g., Integrated automated suites into the CI/CD pipeline for Project X]

As the QA Automation Lead, I intend to focus on [Objective 1: e.g., Shift-left testing strategies] and [Objective 2: e.g., Improving cross-departmental tool standardization]. My familiarity with our internal workflows and product roadmap allows me to transition into this leadership role with zero ramp-up time, ensuring continued stability for our upcoming releases.

I am eager to discuss how I can further contribute to the success of the [Department Name] team in this new capacity. Thank you for your time and for considering my internal application.

Sincerely,

[Your Name]

[Your Current Extension/Internal Email]