

[Your Full Name]  
[Your Current Job Title/Department]  
[Phone Number]  
[Professional Email Address]

[Date]

[Hiring Manager Name]  
[Title, e.g., Chief Risk Officer]  
[Risk Management Department]  
[Company Name]

**RE: APPLICATION FOR [SPECIFIC RISK MANAGEMENT ROLE NAME] - [JOB REQUISITION ID]**

---

Dear [Mr./Ms./Mx. Last Name],

I am writing to formally express my interest in the [Job Title] position within the Risk Management department at [Company Name]. Having contributed to the [Current Department] for the past [Number] years, I have developed a deep understanding of our corporate culture and operational framework, which I am eager to apply toward strengthening our internal controls and risk mitigation strategies.

In my current role, I have consistently demonstrated an analytical approach to identifying [mention a specific risk area, e.g., operational/financial/compliance] vulnerabilities. My key achievements include [briefly describe a relevant project or metric, e.g., streamlining a reporting process or identifying a cost-saving compliance measure]. These experiences have prepared me to effectively manage the complexities associated with [mention a specific duty from the job description].

I am particularly drawn to this role because of [Company Name]'s commitment to [mention a company value or recent risk-related initiative]. My familiarity with our internal systems and stakeholder network will allow me to transition seamlessly into the team and contribute immediately to the ongoing [mention a specific risk project or goal].

Thank you for your time and for considering my internal application. I look forward to the possibility of discussing how my institutional knowledge and technical skills can support the Risk Management team's objectives.

Sincerely,

[Your Signature]  
[Your Printed Name]