

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

[Current Date]

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

RE: [JOB TITLE / REFERENCE NUMBER] - OPERATIONAL RISK MANAGEMENT

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Job Title] position at [Company Name]. With a robust background in identifying, assessing, and mitigating operational risks within [Industry], I am confident in my ability to enhance your internal control frameworks and support [Company Name]'s strategic objectives.

Throughout my career, I have specialized in developing comprehensive risk management programs that balance regulatory compliance with business efficiency. My core competencies include:

- **Risk Identification:** Conducting end-to-end process mapping to identify vulnerabilities in [Specific Area].
- **Mitigation Strategy:** Designing and implementing Key Risk Indicators (KRIs) and internal controls that reduced [Metric] by [Percentage].
- **Regulatory Alignment:** Ensuring strict adherence to [Relevant Regulations, e.g., Basel III, SOX, or ISO 31000].
- **Incident Management:** Leading root cause analysis (RCA) and post-incident reporting to prevent recurrence.

In my previous role at [Previous Company], I successfully [mention a specific achievement, e.g., automated a manual risk reporting system or streamlined the internal audit process]. I am particularly drawn to [Company Name] because of your commitment to [mention a company value or recent project], and I am eager to apply my analytical mindset to safeguard your operational integrity.

I have enclosed my resume for your review and look forward to the possibility of discussing how my experience in internal risk management can contribute to the continued success of your team.

Sincerely,

[Your Signature]

[Your Printed Name]