

[Your Name]
[Current Job Title]
[Current Department]
[Date]

To: [Hiring Manager Name]
[Title of Hiring Manager]
[Sustainability/ESG Department]

RE: Internal Application for Sustainability Strategy Consultant

Dear [Manager Last Name],

I am writing to formally express my interest in the Sustainability Strategy Consultant position within the [Department Name] team. Having spent [Number] years at [Company Name] within the [Current Department], I have developed a deep understanding of our corporate culture and operational framework, which I am eager to apply toward advancing our firm's ESG goals and decarbonization initiatives.

In my current role as [Current Title], I have consistently demonstrated a commitment to [mention a core skill like data analysis, stakeholder management, or project delivery]. Specifically, I led [mention a brief project example] which resulted in [mention a quantitative or qualitative result]. This experience has equipped me with the analytical rigor and internal institutional knowledge required to help our clients navigate complex regulatory landscapes and transition to circular business models.

My transition into Sustainability Strategy is driven by [mention a specific company goal, e.g., the 2030 Net Zero pledge]. I have already taken steps to align my skills with this field by [mention a certification, internal green-team participation, or relevant coursework]. I am particularly interested in how this role at [Company Name] integrates [specific sustainability pillar, e.g., supply chain transparency or climate risk assessment] into our broader service offering.

I welcome the opportunity to discuss how my internal perspective and specialized skills can contribute to the continued success of the Sustainability practice. Thank you for your time and consideration.

Sincerely,

[Your Signature]
[Your Printed Name]