

To: [Hiring Manager Name]
Current Role: [Current Job Title and Department]
Date: [Date]

Dear [Manager Name/Transfer Committee],

Please accept this letter as a formal expression of my interest in transferring to the position of **Technology Strategy Consultant** within the [Target Department/Practice Area]. Having spent [Number] years within [Current Department], I am eager to apply my technical background and understanding of our firm's internal operations to help our clients navigate complex digital transformations.

During my tenure in my current role, I have developed a deep proficiency in [Key Skill 1] and [Key Skill 2]. My notable contributions include:

- [Major achievement or project related to technology/strategy]
- [Quantifiable result or efficiency gain achieved]
- [Example of cross-functional collaboration or leadership]

The transition to Technology Strategy is a natural progression for my career. I possess a strong grasp of [Specific Technology or Methodology] and am passionate about aligning IT architecture with long-term business objectives. My intimate knowledge of [Company Name]'s internal culture and delivery standards will allow me to integrate seamlessly into the team and provide immediate value to client engagements.

I look forward to discussing how my experience and internal insights can contribute to the success of the [Target Department Name] team.

Sincerely,

[Your
[Employee
[Email Address]

Name]
ID]