

[Full Name]

[Phone Number] | [Email Address]

[Portfolio Link/LinkedIn Profile]

[City, State]

[Date]

To [Hiring Manager Name or Search Committee],

[Company Name]

[Company Address]

Re: [Job Title] Application

Dear [Hiring Manager Name],

As a seasoned digital storyteller with a background in [Specific Niche or Industry], I am writing to express my enthusiastic interest in the [Job Title] position at [Company Name]. Having followed your editorial work on [Specific Campaign, Column, or Platform], I am impressed by your commitment to [Value or Quality found in their work] and am confident that my editorial expertise can help elevate your digital presence.

During my tenure at [Previous Company/Publication], I specialized in producing SEO-driven content that increased organic traffic by [X]%. My editorial approach combines rigorous fact-checking with a deep understanding of digital audience psychology. Whether I am drafting long-form features, managing a multi-channel content calendar, or optimizing legacy content for better search rankings, my goal remains the same: to produce high-impact narratives that resonate with readers and align with brand objectives.

My technical toolkit includes proficiency in [CMS Tools, e.g., WordPress/Contentful], advanced [SEO Tools, e.g., Ahrefs/Semrush], and data-driven performance analysis through [Analytics Tools]. I am particularly adept at translating complex [Industry Topic] topics into accessible, engaging copy that maintains a consistent editorial voice across all platforms.

I am eager to bring my editorial vision and digital strategy skills to the team at [Company Name]. I have enclosed my portfolio, which showcases my ability to drive engagement through strategic digital content. Thank you for your time and consideration.

Sincerely,

[Your Name]