

[Your Full Name]
[Your Current Title/PhD Candidate]
[Current Institution/Department]
[Email Address]
[Phone Number]
[Website/LinkedIn Profile]

[Date]

[Chair Name/Search Committee Chair]
[Department Name]
[Business School Name]
[University Name]
[Address]

Dear Members of the Search Committee:

I am writing to formally apply for the Assistant Professor position in [Specific Subject Area, e.g., Marketing, Finance, Management] at [Business School Name], as advertised on [Source]. As a [Current Role/PhD Candidate at Institution] with a research focus on [Primary Research Interest], I believe my background in high-impact scholarship and commitment to business education aligns with the goals of your department.

My research program investigates [Briefly describe the core problem or phenomenon you study]. In my [Job Market Paper/Current Project], I utilize [Methodologies] to demonstrate that [Key Finding]. To date, my work has been [published in/submitted to] top-tier journals such as [Journal Names]. Looking forward, my research agenda aims to [Future Research Directions] and I see significant potential for collaboration with faculty such as [Faculty Names] at [Business School Name].

Regarding my teaching philosophy, I emphasize the practical application of [Subject] through [Case Studies/Experiential Learning/Data Analysis]. I have served as [Instructor of Record/Teaching Assistant] for courses including [Course Titles], receiving evaluations of [Brief Metric]. I am prepared to teach core requirements in [Subject] at the undergraduate and MBA levels, as well as specialized doctoral seminars in [Subject].

[Business School Name]'s reputation for [Specific School Strength, e.g., Analytical Rigor/Social Impact/Industry Connection] is particularly appealing to me. I am eager to contribute to the academic community in [City/Region] and help advance the school's mission through rigorous inquiry and student mentorship.

Enclosed are my curriculum vitae, research statement, teaching portfolio, and representative publications. Thank you for your time and consideration. I look forward to the possibility of discussing how my expertise can contribute to the continued success of [Business School Name].

Sincerely,

[Your Signature]
[Your Printed Name]