

[Your Full Name]

[Portfolio URL]

[LinkedIn Profile]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager Name]

[Design Agency Name]

[Agency Address]

[City, State, Zip]

Dear [Hiring Manager Name/Creative Director Name], Re: **Junior UX Designer Role** I am writing to express my strong interest in the Junior UX Designer position at [Agency Name]. As a designer who thrives in fast-paced, collaborative environments, I have long admired [Agency Name]'s work on [Specific Agency Project or Client] and your commitment to [mention a specific agency value, e.g., data-driven storytelling or inclusive design]. During my recent [education/internship/freelance period], I developed a foundation in end-to-end product design, specifically focusing on [Skill 1, e.g., rapid prototyping] and [Skill 2, e.g., user research synthesis]. In my portfolio project, [Project Name], I addressed [Problem] by [Action], resulting in [Outcome/Metric]. This experience taught me how to balance user needs with technical constraints—a skill I am eager to apply to [Agency Name]'s diverse client roster. Agencies require agility and the ability to pivot between different brand identities. I am particularly drawn to [Agency Name] because of your reputation for [Specific Agency Strength]. I am confident that my proficiency in [Software, e.g., Figma/Adobe XD] and my background in [Related Field, e.g., Psychology/Graphic Design] will allow me to contribute immediately to your creative team. I have attached my resume and a link to my portfolio, which showcases my process from discovery to high-fidelity handoff. I look forward to the possibility of discussing how my design approach aligns with the vision at [Agency Name]. Thank you for your time and consideration.

Sincerely,

[Your Name]