

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile Link]

[Date]

[Hiring Manager Name]
[Title]
[Organization Name]
[Organization Address]

RE: Application for [Job Title/Reference Number]

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Job Title] position at [Organization Name]. As a recent graduate with a [Degree Name] in [Field of Study], I have closely followed [Organization Name]'s initiatives regarding [Specific Project or Impact Area] and am eager to contribute my technical background and passion for environmental stewardship to your consultancy team.

During my academic career at [University Name], I developed a solid foundation in [Key Skill 1, e.g., GIS mapping], [Key Skill 2, e.g., ecological field surveys], and [Key Skill 3, e.g., environmental policy analysis]. My senior thesis/internship focused on [Brief Description of Research or Project], where I successfully [Mention a quantifiable achievement or outcome]. This experience honed my ability to translate complex environmental data into actionable recommendations-a skill I believe is essential for an entry-level consultant.

Beyond my technical skills, I am a proactive communicator with experience collaborating in multidisciplinary teams. At [Previous Experience/Volunteer Role], I assisted in [Task] which resulted in [Positive Result]. I am particularly drawn to [Organization Name] because of your commitment to [Company Value or Mission], and I am confident that my dedication to sustainable solutions makes me a strong fit for your current objectives.

Thank you for your time and for considering my application. I have attached my resume for your review and look forward to the possibility of discussing how my background can support [Organization Name]'s conservation goals.

Sincerely,

[Your Name]