

[FULL NAME]
[ADDRESS, CITY, POSTCODE]
[PHONE NUMBER] | [EMAIL ADDRESS]
[LINKEDIN PROFILE URL]

[Date]

[Hiring Manager Name/Board Member Name]
[Title/Committee]
[Firm Name]
[Firm Address]

Dear [Mr./Ms./Mx. Surname],

RE: [Position Title] Application

[Opening paragraph: State your current leadership role, years of experience in asset management, and your high-level attraction to the firm's specific investment philosophy or market position.]

[Second paragraph: Highlight your AUM (Assets Under Management) growth achievements, alpha generation, or strategic operational improvements. Use specific metrics regarding portfolio performance or capital raising.]

[Third paragraph: Discuss your leadership style, experience in regulatory compliance/ESG integration, and your ability to navigate complex global market volatility to protect stakeholder interests.]

[Closing paragraph: Reiterate alignment with the firm's strategic goals and your desire to discuss how your expertise can drive their long-term growth.]

Sincerely,

[Full Name]