

[YOUR FULL NAME]

[ADDRESS] | [PHONE NUMBER] | [EMAIL ADDRESS] | [LINKEDIN PROFILE URL]

[Date]

[Hiring Manager Name]
[Title, e.g., Chief Operations Officer]
[Pharmaceutical Company Name]
[Company Address]

Re: Head of Quality Assurance Application

Dear [Mr./Ms./Mx. Last Name],

With over [Number] years of leadership in pharmaceutical quality management and a proven track record of maintaining global GxP compliance, I am writing to express my strong interest in the Head of Quality Assurance position at [Company Name]. My expertise lies in architecting robust Quality Management Systems (QMS) that balance rigorous regulatory adherence with operational efficiency.

Throughout my tenure at [Current/Previous Company], I spearheaded the oversight of [Type of Manufacturing, e.g., Biologics/Small Molecule/Sterile Fill-Finish] facilities. My key achievements include [Key Achievement 1, e.g., successfully leading 5+ FDA/EMA inspections with zero critical findings] and [Key Achievement 2, e.g., reducing Deviations/CAPA cycle times by 30% through digital transformation]. I am deeply committed to fostering a "Quality Culture" that transcends the laboratory and permeates every level of the organization.

I am particularly drawn to [Company Name] because of your recent [mention a specific company project, drug pipeline, or news]. I am confident that my experience in [Specific Skill, e.g., Post-merger Quality Integration or Global Supply Chain Oversight] will be a significant asset to your executive team as you navigate the complexities of [mention a current industry challenge].

I welcome the opportunity to discuss how my strategic vision for Quality Assurance can support [Company Name]'s commitment to patient safety and manufacturing excellence. Thank you for your time and consideration.

Sincerely,

[Your Full Name]