

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Phone Number] | [Email Address]
[LinkedIn Profile URL]

[Current Date]

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

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

I am writing to formally express my interest in the **[Job Title, e.g., Director of Corporate Compliance]** position at [Company Name], as advertised on [Source]. With over [Number] years of experience in pharmaceutical regulatory affairs and ethics, I have a proven track record of designing and implementing robust compliance frameworks that align with FDA, EMA, and local global health authority requirements.

Throughout my career, I have specialized in **[Specific Expertise, e.g., GxP Auditing, Transparency Reporting, or Risk Mitigation]**. At my current role with [Current/Previous Employer], I successfully [Mention a high-level leadership achievement, e.g., overhauled the internal monitoring system which reduced compliance deviations by 40%]. My leadership philosophy focuses on fostering a culture of integrity where compliance is viewed as a strategic business enabler rather than a barrier.

I am particularly drawn to [Company Name]'s commitment to [Specific Company Goal/Therapeutic Area]. I am confident that my expertise in [Specific Skill, e.g., PhRMA Code, Anti-Kickback Statute, or GDPR] and my experience leading cross-functional teams will allow me to safeguard your organization's reputation and operational excellence.

I welcome the opportunity to discuss how my leadership background can support the continued growth and regulatory integrity of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature (if sending by mail)]
[Your Printed Name]