

[Your Full Name]

[Address, City, State, Zip Code]

[Phone Number] | [Email Address]

[LinkedIn Profile URL]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

RE: Enterprise Risk Management Director Application

Dear [Hiring Manager Name/Search Committee],

I am writing to formally express my interest in the Enterprise Risk Management (ERM) Director position at [Company Name]. With over [Number] years of experience in strategic risk oversight, regulatory compliance, and corporate governance, I have a proven track record of aligning risk management frameworks with long-term business objectives.

In my current role as [Current Title] at [Current/Previous Company], I led the development of [Specific Framework/Initiative], which resulted in [Quantifiable Achievement, e.g., a 20% reduction in operational loss]. My expertise lies in identifying emerging risks, implementing robust internal controls, and fostering a risk-aware culture across global business units.

Key highlights of my qualifications include:

- **Strategic Planning:** [Briefly describe experience in board-level reporting and risk appetite setting].
- **Crisis Management:** [Briefly describe a time you mitigated a significant financial or reputational threat].
- **Team Leadership:** [Detail your experience managing multi-disciplinary teams and cross-functional stakeholders].
- **Regulatory Proficiency:** Deep understanding of [Specific Regulations, e.g., SOX, ISO 31000, or COSO].

I am impressed by [Company Name]'s commitment to [Specific Company Value or Recent News] and am confident that my technical proficiency and leadership style will strengthen your executive team. I look forward to the possibility of discussing how my background in risk mitigation can contribute to the continued resilience of [Company Name].

Thank you for your time and consideration.

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]