

[Full Name]

[Phone Number] | [Email Address] | [LinkedIn Profile URL] | [City, State]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

Dear [Hiring Manager Name/Hiring Committee],

RE: [Job Title / Reference Number]

I am writing to express my interest in the [Job Title] position at [Company Name], as advertised on [Where you saw the ad]. With a strong background in [Degree Name, e.g., Petroleum Engineering] and [Number] years of experience specializing in natural gas extraction and reservoir management, I am confident in my ability to contribute to your production goals and operational efficiency.

Throughout my career, I have developed expertise in [Key Skill 1, e.g., unconventional gas recovery], [Key Skill 2, e.g., hydraulic fracturing optimization], and [Key Skill 3, e.g., well intervention]. At my previous role with [Previous Company], I was responsible for [Significant Achievement, e.g., increasing flow rates by X% or reducing downtime by Y%]. My technical proficiency includes utilizing [Specific Software/Tools, e.g., Petrel, Eclipse, or GAP] to model reservoir behavior and maximize extraction yields while maintaining strict HSE standards.

I am particularly drawn to [Company Name] because of your recent [Specific Project or Company Initiative]. I am eager to bring my analytical skills and hands-on experience in [Specific Technical Area, e.g., horizontal drilling or methane emission reduction] to your engineering team.

Thank you for your time and consideration. I look forward to the opportunity to discuss how my technical expertise in natural gas extraction can benefit [Company Name].

Sincerely,

[Full Name]