

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile/Portfolio URL]

[Date]

[Hiring Manager Name]
[Title, e.g., Director of Animal Care]
[Organization/Zoo/Sanctuary Name]
[Street Address]
[City, State, Zip Code]

Dear [Hiring Manager Name],

Re: Application for Zoological Welfare Specialist

[Introductory paragraph: State your interest in the specific position at [Organization Name]. Briefly mention your years of experience in animal husbandry, behavioral science, or zoology, and your enthusiasm for their specific conservation or welfare mission.]

[Body paragraph 1: Detail your experience with animal welfare assessment protocols. Mention specific species groups you have worked with—such as primates, carnivores, or marine life—and your expertise in monitoring behavioral health and physical well-being.]

[Body paragraph 2: Highlight your skills in environmental enrichment and habitat design. Discuss your ability to collect and analyze data to improve welfare standards, and your experience collaborating with veterinary and husbandry teams to implement science-based improvements.]

[Body paragraph 3: Address your familiarity with regulatory standards (e.g., AZA, ZAA, or USDA guidelines). Mention any relevant certifications or advanced degrees that qualify you to lead welfare audits or educational initiatives.]

[Closing paragraph: Reiterate how your background aligns with the organization's commitment to animal excellence. Express your desire to discuss how your specialized skills can contribute to their team.]

Sincerely,

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