

[Your Full Name]

[Phone Number] | [Email Address]

[LinkedIn Profile URL] | [City, State, Zip Code]

[Date]

[Hiring Manager Name]

[Title]

[Investment Bank or Financial Institution Name]

[Department, e.g., Debt Capital Markets / Equity Research]

[Company Address]

RE: [Job Title / Reference Number] Application

Dear [Hiring Manager Name],

I am writing to express my strong interest in the [Job Title] position at [Company Name], as advertised on [Platform]. With a solid foundation in [Area of Expertise, e.g., Fixed Income, Valuation, or Quantitative Analysis] and a deep commitment to the capital markets, I am eager to contribute to your team's success in [mention a specific firm focus, e.g., underwriting, advisory, or asset management].

In my previous role at [Previous Company/University Project], I developed advanced proficiency in financial modeling, including [specific models, e.g., DCF, LBO, or Three-Statement]. I successfully [mention a specific achievement, e.g., analyzed a \$XXM portfolio or assisted in the execution of a high-yield bond offering], which sharpened my ability to distill complex data into actionable market insights. My technical toolkit includes [List key tools, e.g., Bloomberg Terminal, FactSet, SQL, and Advanced Excel].

What draws me to [Company Name] is your reputation for [specific company trait, e.g., innovative deal structuring or market-leading research]. I am particularly impressed by your recent involvement in [mention a specific recent transaction or news]. I am confident that my analytical rigor and ability to thrive in high-pressure, fast-paced environments align with the excellence expected at your firm.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my skills in financial analysis and market strategy can support the objectives of [Company Name].

Sincerely,

[Your Name]