

**[Your Full Name]**

[Phone Number] | [Email Address]

[LinkedIn Profile / Portfolio URL]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

Dear [Hiring Manager Name or "Team"],

I am writing to express my interest in the Technical HR Specialist position at [Company Name]. With a background spanning both technical recruitment and human resources operations, I specialize in bridging the gap between complex engineering requirements and people-centric HR strategies.

In my previous roles, I have successfully managed technical life cycles for [mention specific technologies or departments, e.g., DevOps, Software Engineering, or Data Science]. My experience includes optimizing HRIS workflows, managing technical onboarding processes, and implementing data-driven performance metrics that align with departmental goals. I am particularly adept at [mention a technical HR skill, e.g., ATS migration, compensation benchmarking for tech roles, or technical labor law compliance].

I am drawn to [Company Name] because of your reputation for [mention a specific company achievement or culture aspect]. I am confident that my ability to understand technical stacks while maintaining high HR standards will contribute to the efficiency and growth of your technical teams.

Thank you for your time and consideration. I look forward to discussing how my technical HR background can support [Company Name]'s objectives.

Sincerely,

[Your Name]