

[Your Name]

[Your Title/Portfolio Link]

[Email Address]

[Phone Number]

[Location]

[Date]

[Hiring Manager Name]

[Title]

[Agency Name]

[Agency Address]

**RE: [JOB TITLE / POSITION REFERENCE NUMBER]**

Dear [Hiring Manager Name],

I am writing to express my interest in the [Job Title] position at [Agency Name]. As a social media strategist with [Number] years of experience driving engagement and ROI for [Niche/Industry] clients, I have long admired [Agency Name]'s innovative approach to [Specific Campaign or Agency Value].

Throughout my career, I have specialized in transforming brand identities into cohesive digital narratives. At [Previous Company/Agency], I led the strategy for [Client Name/Project], resulting in a [Percentage]% increase in organic reach and a [Percentage]% growth in conversion rates. My expertise lies in [Core Skill 1, e.g., data-driven content mapping], [Core Skill 2, e.g., community management], and [Core Skill 3, e.g., paid social integration].

What excites me most about joining [Agency Name] is your reputation for [Specific Agency Attribute]. I am confident that my ability to analyze emerging trends and translate them into actionable creative briefs will contribute significantly to your team's success and your clients' bottom lines.

I have attached my portfolio and resume for your review. I look forward to the possibility of discussing how my strategic background aligns with the goals of [Agency Name].

Thank you for your time and consideration.

Best regards,

[Your Signature]

[Your Printed Name]