

Application Letter for Job Vacancy with Previous Experience

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Position]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my interest in the [Job Title] position advertised on [where you found the job posting]. With [number] years of experience working as a [previous job title or related profession] at [Previous Company Name], I am confident in my ability to contribute effectively to your team at [Company Name].

Throughout my career, I have developed strong skills in [list relevant skills or areas of expertise]. At [Previous Company Name], I was responsible for [describe key responsibilities], which enabled me to gain in-depth knowledge and hands-on experience in [relevant area/industry].

Some highlights of my achievements include:

- [Accomplishment or achievement 1]
- [Accomplishment or achievement 2]
- [Accomplishment or achievement 3]

I am particularly drawn to [Company Name] because of [specific reason related to the company or its values]. I am eager to bring my expertise in [key skill or field] to your organization and am confident that my background and dedication would allow me to make a valuable contribution to your team.

Thank you for considering my application. I have attached my resume for your review. I would welcome the opportunity to discuss my qualifications in further detail and look forward to the possibility of contributing to [Company Name]. Please feel free to contact me at [your phone number] or [your email address] to schedule an interview.

Sincerely,
[Your Name]