

Cover Letter Example for Career Change at 40

Crafting a compelling **cover letter example for career change at 40** highlights transferable skills, emphasizes adaptability, and showcases a strong commitment to professional growth. It focuses on explaining the motivation behind the career shift, addressing potential concerns about experience gaps, and demonstrating how past achievements can add value in a new industry. This type of cover letter seeks to create a positive impression by balancing confidence with humility, ultimately helping mature professionals transition smoothly into fresh opportunities.

Sample Cover Letter

Your Name

Your Address

City, State ZIP Code

Phone Number

Email Address

Date

Recipient Name

Recipient Title

Company Name

Company Address

City, State ZIP Code

Dear [Recipient Name],

I am writing to express my genuine interest in the [Job Title] position at [Company Name], as advertised on [Where You Found the Job Posting]. With over twenty years of professional experience, I am excited to transfer my extensive skills and passion for growth to a new industry, energized by the opportunity to contribute in fresh and meaningful ways.

My previous career in [Previous Industry/Field] has equipped me with robust skills in [Relevant Skill 1], [Relevant Skill 2], and [Relevant Skill 3], all of which I believe are highly transferrable to [New Industry/Position]. For example, during my tenure at [Previous Company], I successfully [briefly describe an accomplishment or responsibility], demonstrating my ability to adapt and excel in dynamic environments. My experience has honed not only my technical competencies but also my ability to collaborate, solve problems, and learn quickly—qualities essential in navigating any new challenge.

At this stage in my career, I am motivated by fresh challenges and the possibility to make a significant impact in a new setting. My decision to pivot towards [New Industry/Role] is fueled by my longstanding interest in this field and the belief that my background, work ethic, and commitment to continuous learning will enable me to add immediate value to your team.

I am enthusiastic about the opportunity to further discuss how my skills and experiences can contribute to [Company Name]. Thank you for considering my application. I look forward to the possibility of meeting with you to discuss my fit for the role.

Sincerely,

[Your Name]