

Cover Letter Sample with Salary Expectation

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

[Hiring Manager's Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Position Title] role at [Company Name], as recently advertised on [where you found the job posting]. With over [X] years of progressive experience in [your industry or field], I have honed a robust skill set in [list relevant skills or areas of expertise]. My background in [relevant experience/achievements] makes me confident in my ability to contribute effectively to your team.

In my previous position at [Previous Company Name], I successfully [describe a relevant achievement, responsibility, or project]. This experience enabled me to develop strong [mention relevant skills], as well as the ability to thrive in fast-paced and dynamic environments. Moreover, I am adept at [another skill or quality relevant to the job], as demonstrated by [specific example or accomplishment].

I am particularly drawn to [Company Name] because of [specific reason related to the company or position], and I am eager to bring my expertise in [mention a core area] to your innovative team. Based on my research and understanding of the role's requirements, I believe that a fair and competitive salary for this position is in the range of [Your Salary Expectation, e.g., \$XX,XXX – \$YY,YYY], which reflects my experience, skills, and the prevailing industry standards.

I appreciate your consideration of my application and look forward to the opportunity to discuss how my background, skills, and salary expectations align with [Company Name]'s needs. Please do not hesitate to contact me at [your phone number] or [your email address] to schedule a discussion or interview.

Thank you for your time and consideration.

Sincerely,
[Your Name]