
Executive Cover Letter for Job Application Example

Subject: Application for the Executive Position

Dear [Hiring Manager's Name],

I am writing to express my interest in the Executive position at [Company Name]. With over 20 years of experience in the [Industry Name] industry, I am well-equipped to drive growth and guide strategic decision-making.

In my previous role as Chief Operating Officer at [Previous Company], I managed a team of over 200 employees, increased operational efficiency by 45%, and led the company through a successful merger.

I believe that my leadership experience and industry knowledge make me an ideal candidate for the Executive role at [Company Name].

I look forward to potentially discussing my application further.

Sincerely,

[Your Name]

[Your Contact Information]