IT Cover Letter for Resume Example

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

[Recipient's Full Name]
[Company Name]
[Address]
[City, State, ZIP Code]

Subject: Application for IT Position

Dear [Recipient's Full Name],

I am writing to express my interest in the IT position at [Company Name]. Attached is my resume, detailing my professional background and achievements in the IT field.

During my time at [Previous Company], I played a pivotal role in enhancing system performance, which led to a 10% increase in productivity. My technical skills, coupled with my ability to collaborate across teams, makes me a strong fit for this role.

Thank you for considering my application. I look forward to the opportunity to further discuss my qualifications with you.

Sincerely,
[Your Full Name]