
Manager Cover Letter for Promotion Example

Dear [Hiring Manager's Name],

I am writing to express my interest in the [specific manager role] within [Company's Name]. Having served as [Your Current Position] for the past [X years], I have a deep understanding of our company's values, goals, and challenges.

My contributions in my current role, including [specific achievements or initiatives], have prepared me well for taking on greater responsibilities as a manager.

I am committed to our company's success and eager to contribute in this new capacity.

Sincerely,

[Your Name]