

Your Street
Your City, State, ZIP
Your Phone

February 12, 2026

Recipient Name
Title
Company Name
Address
City, State, ZIP

Dear Hiring Manager,

I am writing to apply for the position of Software Engineer.

This template uses the standard LaTeX letter class. Ensure you load any packages you need (like hyperref) in the preamble before the document begins.

I look forward to hearing from you.

Sincerely,

Your Name