

[Email Subject Line: Employment Interest]

Dear _____,

I am writing to make you aware of my interest in working as a Project Manager at the Home Depot. I believe I can bring a strong skillset and experience base to your company, including leadership, a high technical proficiency, and clear communication. A copy of my resume is attached for your review.

I am particularly interested in the Home Depot because of your commitment to serving those who have served our country. I know that since 2011, the Home Depot Foundation has invested more than \$335 million in veteran causes and worked to improve more than 47,000 veteran homes. As a U.S. Air Force veteran, I know that the Home Depot is a company that aligns with my values. Should a position become available, I would greatly appreciate your consideration.

If you have any questions or would like to speak with me further about my qualifications, please feel free to contact me by phone at (910) 555-4321 or by email at email@uofga.edu.

Sincerely,

[NAME]