A green letters and a light bulb

Description automatically generated with low confidence

**Optimize your resume to get more job interviews!**

This free cover letter template will help you write an ATS-friendly cover letter.

Once you’ve filled out the template, check to see how well it matches the job description with the free application from [**Jobscan**](https://simpleideas.website/go/jobscanhome).

[**Jobscan’s cover**](https://simpleideas.website/go/jobscanresumescanner) **letter checker helps you optimize your resume for each job listing so that your application is more attractive to recruiters and hiring managers.**

An optimized cover letter leads to more responses, more interviews, and more offers for the jobs you really want.

**It’s frustrating to apply for dozens of jobs and not get any interviews. Optimize your resume, cover letter, and LinkedIn profile.**

**90% of people who optimize their resumes get the interview they are looking for.**

Using a good format does not guarantee that you will have an attractive resume. Don't forget to read our article [**“The Ultimate Resume: Secrets & Tips To Get The Best Results”**](https://simpleideas.website/the-ultimate-resume-secrets-tips-to-get-the-best-results/) and learn everything you need to get that interview you want.

**[A picture containing graphics, graphic design, art

Description automatically generated](https://simpleideas.website)**

**Jackie Romano**

*Software Engineer*

St. Paul, MINN • (555) 555-1234 • jackieromano@email.com

April 14, 2023

Christine Smith

VP Technical Services

Computers Forever

1224 Main Street

Allentown, PA 55555

Dear Ms. Smith:

Are you searching for a software engineer with a proven ability to develop high-performance applications and technical innovations? If so, please consider my enclosed resume.

Since 2020, I have served as a software engineer for Action Company, where I have been repeatedly recognized for developing innovative solutions for multimillion-dollar, globally deployed software and systems. I am responsible for the full lifecycle development of next-generation software, from initial requirement gathering to design, coding, testing, documentation, and implementation.

Known for excellent client-facing skills, I have participated in proposals and presentations that have landed six-figure contracts. I also excel in merging business and user needs into high-quality, cost-effective design solutions while keeping within budgetary constraints.

My technical expertise includes cross-platform proficiency (Windows, Unix, Linux, and VxWorks); fluency in 13 scripting/programming languages (including C, C++, VB, Java, Perl, and SQL); and advanced knowledge of developer applications, tools, methodologies, and best practices (including OOD, client/server architecture, and self-test automation).

I will follow up with you next week, and you may reach me at (555) 555-1234 or jackieromano@email.com. I look forward to speaking with you.

Sincerely,

Jackie Romano