**ARCHITECTURE COVER LETTER**

Ben Grantham

96 Rumpole Road

London

SE5 7GT

9th July 20XX

Jackie Wenham

Head of HR

Eriman Consultants

16–20 New Farm Road

London

SW6 9TJ

Dear MS Wenham,

As a huge admirer of Eriman’s groundbreaking work in environmentally sustainable residential construction I was excited to see that you have a vacancy for the role of Senior Architect. I am quietly confident that my own expertise in the use of low carbon footprint materials will be an asset to Eriman’s current and future projects.

In my previous role at Fontaine & Smythe I was responsible for designing and supervising construction of the communal gardens and external spaces for six major residential developments in South-West London. Each of these received positive media attention, raising the profile of Fontaine & Smythe and helping to attract three major new contracts.

Eriman’s reputation for designing sustainable and beautifully designed living spaces is well-deserved and it would be an honor for me to further develop my career with you. I was particularly inspired by your recent award in The Sunday Times Best Companies to Work For list, a real testament to your dedication to employee satisfaction.

Thank you for considering my application. I’d love to speak with you at your convenience so I can discuss how my experience working with local suppliers can make a big contribution to your goal of being carbon neutral by 20XX.

Yours sincerely,

Ben Grantham