**123 Main Street, San Francisco, CA 94122  
Home : 415-555-XXXX Cell: 415-555-XXXX  
email@example.com**

**Dear Mr. Young,**

I am writing to apply for the Senior Graphic Designer position with LMN Graphics Inc. I am a design professional with over 10 years of experience in the field of digital and graphic artistry. In my current position of Graphic Designer with Harlow Collectibles brainstorm product design ideas construct mock-ups of designs collaborate with various departments on design development and tailor final changes to projects.

I am proficient in various computer programs required in graphic design such as PhotoShop Microsoft utilities and others. I value communication and collaboration but I a also an innovator self-starter able to begin projects and see them through to completion. I am a talented and creative designer often seeing ways to improve upon projects that others may miss. I have won a number of design awards for my ingenuity and skill. It would be a thrill to be able to bring my unique abilities to the design and marketing teams of LMN Graphics as your new Senior Graphic Designer.

I have no doubt you will be impressed with my experience and skills. Please be in touch to schedule an interview for your Senior Graphic Designer position and to view my portfolio. I am anxiously awaiting your call and appreciate your time.

**Sincerely,**

**XYZ**