

[Your name]

[City] · [Phone] · [Email] · [LinkedIn or website URL]

[Date]

[Hiring manager's name]

[Job title]

[Company name]

[Address, if sending a formal letter]

Dear [Hiring manager's name],

I am applying for the position of [Role] at [Company name], as advertised on your careers page. With five years' experience in cloud infrastructure and a strong interest in industrial software, I would welcome the chance to contribute to your platform team in Munich.

In my current role I maintain the deployment pipeline and monitoring for a group of customer-facing services. I led the migration of our build process to containers, which shortened release times and reduced failed deployments. I also documented our incident procedures and trained two junior colleagues, experience that matches your requirement for someone who can share knowledge across the team.

[Company name] appeals to me because of your focus on reliable systems for manufacturing clients, where uptime has a direct effect on production. I am relocating to Germany with my family and hold an EU passport, so no work permit is required. My German is currently at B1 level, and I am continuing with an evening course.

My notice period is three months, so my earliest possible start date would be the first of the following quarter. As requested, my salary expectations are included in the application form. My CV, degree certificate and reference letters are attached in one PDF.

I would be glad to discuss my application with you in an interview.

Kind regards,

[Your name]