**Robert Smith**

***Contact details***

1737 Marshville Road, Alabama

(123)-456-7899

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**Boat Captain**

[Today’s Date]

[341 Company Address]
[Company City, State xxxxx]
[(xxx) xxx-xxxx]
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

This letter is regarding my interest in applying for the post of a Boat Captain at [XXXYYYY organization]. My …… years of service in the same designation at [XXXXYYY organization] match well with the specifications and demands required for this role.

With a strong network of professional educational qualifications and committed service, I am sure to deliver optimized results according to your expectations. In my current role at [YYY organization], I oversee managing the crew and cargo, thus ensuring the highest forms of safety and security standards. This role has helped me understand various procedures and guidelines surrounding the field like: -

* Management.
* Leadership.
* Maritime engineering principles.
* Ensuring the safety of the crew and cargo.
* Communication.
* Insisting highest maritime and shipping standards.

Given an opportunity, I assure you to give my best to this job and become an asset to your organization.

Looking forward to hearing from you soon.

Sincerely,

[Your Name]



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