

**James Brown**

**238 Broadway**

**New York**

**NY**

**United States**

**To**

**The HR Manager**

**XYZ Company**

**354 F 63rd Street**

**New York**

**NY 10022**

**United States**

**Sub- Management Consultant cover letter.**

**Respected Sir/Madam**

I [mention your name] want to state that I want to apply for the job which your company has posted on its website. The role of a management consultant is well known by me. All the descriptions are read by me and I found no problem in doing them. I can perform well in this job.

I know all the responsibilities of a management consultant like giving recommendations to the client, managing projects and programs, identification of problems and giving solutions. All these are known by me as I worked at [ mention the name of the company] for [mention the years] as a management consultant.

There I was appreciated for my work and I got a lot of promotions. Since it was my childhood dream to be a management consultant that's why I completed my higher studies in economics and finance from [ mention the name of the] in the year of [mention the year].

Presently I am planning to pursue MBA from [ mention the name of the institution] which will add benefit to my work as well as I can do the work of a management consultant properly.

There is a CV and my documents attached with this letter. I really want to work at your company as the seniors are really cooperative and understanding. Hope you will contact me soon to discuss more about the role. Thank you for your precious time.

**Sincerely,**

**From**

**James Brown**

**[Handwritten signature]**

**[Mention the contact details]**

**[Mention here, if there is any post note to be given]**