

**[Mention the address of the sender]**

**[Mention the contact details]**

**[Mention the email address]**

**[Mention the date]**

**Subject- Mail Carrier Cover Letter**

**[Mention the name of the recipient]**

**[Mention the address of the recipient]**

**[Mention the contact information]**

**Dear [Mention the name of the recipient]**

I'm writing to submit an application for the Mail Carrier position that is currently being offered on your website.

I've been a mail carrier in [Mention the name of the company] for the past year. My daily responsibilities include putting mail and packages into my delivery van, sorting mail in order of delivery for [Mention the number] active boxes, and delivering mail along my designated [Mention the number] mile carrier route.

In the resume that is included, I have listed my schooling and employment background. I am confident that I possess the knowledge, talents, and attributes required to succeed in this position, and I know you will consider me to be one of the top applicants.

I have expertise in conducting high-volume, meticulously focused work with a high degree of correctness, and I have also proven abilities to operate independently with little direction, which aligns with your criteria.

I am accustomed to driving a right-hand-drive car. Due to the global pandemic-related budget cuts in my current department, I am currently looking for an equally stimulating job elsewhere. I drive safely and have a current driver's license. I certify that I am capable of passing both a background check and a drug test.

Please find my resume attached for your review. I sincerely appreciate your time. Regarding the following steps, I look forward to hearing from you.[Mention the phone number] and [Mention the email address]

**Thank you very much.**

**Faithfully yours,**

**Mention the name]**

**[Mention the profession]**

**[Mention the contact details].**