

[Your Name]
[Your Address]
[City, State]
[Phone Number]
[Email Address]
[Date]

The Hiring Manager
[Company Name]
[Company Address]
[City, State]

Dear [Hiring Manager's Name],

I am writing to apply for the position of Driver at [Company Name], as advertised on [platform where you found the job listing]. With [X] years of experience as a professional driver, I believe I possess the skills and qualifications required for this position. I am a safe, reliable, and punctual driver, and I take pride in providing excellent customer service while ensuring the safety of passengers or goods under my care.

Throughout my career, I have driven a variety of vehicles, including [mention types of vehicles you have driven], and have gained extensive experience in [list specific driving duties]. I hold a valid driver's license and have completed defensive driving courses, which have equipped me with the skills to handle emergency situations effectively. I am also proficient in vehicle maintenance, ensuring the vehicle I drive is in excellent condition at all times.

I would appreciate the opportunity to discuss my qualifications further in an interview. I can be reached at [Phone Number] or via email at [Email Address]. Thank you for considering my application. I look forward to the opportunity to contribute to your team.

Sincerely,
[Your Name]