Nayana Mathur

UX Manager - Sample Street, City, Country – [abc@xyz.com](mailto:abc@xyz.com) - (541) 754-3010

24 July, 2021

To,

John Doe

HR Manager

Organization name

Organization address

Dear Mr. John,

I am writing to apply for the role of UX Director in your organization, in response to your requirement. It impressively aligns with my skills and experience. I have 12 years of experience in the field of User Experience Designing, and I have valuable experience in managing multiple projects and teams. In addition to that, I have added experience of 4 years in Accessibility.

As a UX Manager, I have proven my management, design, and leadership skills in handling project deliverables, client discussions, and team building. I have received appreciation for incorporating innovative solutions and single-handedly managing the entire project team.

I have the following areas of competence that shall help in contributing effectively to the growth of the organization:

* Timely project deliverables
* Strong leadership
* Single-handedly handled projects
* Managed large teams

Apart from the skills mentioned, I have a passion for creatively solving problems, and I take initiatives to collaborate with teams having varied skill-set to learn, and contribute to the growth of the organization.

Thank you for giving your valuable time. I have attached my resume to give more details about my experience. I will be eagerly waiting to discuss more on this opportunity.

Sincerely,

Nayana Mathur

Current organization name