

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]
[Your LinkedIn Profile]

[Date]

[Hiring Manager Name]
[Title]
[Law Firm or Company Name]
[Address]

Dear [Hiring Manager Name],

I am writing to express my strong interest in the Senior Corporate Mergers and Acquisitions Associate position at [Law Firm/Company Name]. As a corporate attorney with [Number] years of experience specializing in complex domestic and cross-border transactions, I have developed the technical expertise and leadership skills necessary to drive high-value deals to successful closure.

In my current role at [Current Firm/Company], I lead deal teams through all stages of the M&A lifecycle. My experience includes:

- Managing buy-side and sell-side private equity and strategic transactions ranging from [Dollar Amount] to [Dollar Amount].
- Drafting and negotiating primary transaction documents, including Merger Agreements, Asset Purchase Agreements, and Stock Purchase Agreements.
- Overseeing comprehensive legal due diligence and coordinating specialist teams in tax, IP, employment, and regulatory compliance.
- Mentoring and supervising junior associates to ensure excellence in work product and professional development.

I am particularly drawn to [Law Firm/Company Name] because of your reputation for [mention a specific recent deal or firm specialty]. I am confident that my ability to balance rigorous legal analysis with commercial objectives will make me an immediate asset to your corporate practice group.

I welcome the opportunity to discuss how my transactional background aligns with the needs of your team. Thank you for your time and consideration.

Sincerely,

[Your Name]