

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

[Date]

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

Dear [Mr./Ms./Mx. Last Name],

I am writing to express my strong interest in the Cybersecurity and Data Privacy Associate position at [Company Name], as advertised on [Platform where you found the job]. As a legal professional with a focus on emerging technology and data protection regulations, I am eager to contribute my skills in risk management and regulatory compliance to your esteemed team.

During my previous experience at [Current/Previous Firm or Company], I specialized in advising clients on compliance with GDPR, CCPA/CPRA, and other global privacy frameworks. My background includes drafting comprehensive privacy policies, negotiating data processing agreements (DPAs), and guiding organizations through complex data breach responses. I have a proven track record of translating technical cybersecurity vulnerabilities into actionable legal advice for stakeholders.

I am particularly drawn to [Company Name] because of your recent work in [mention a specific case, practice area, or industry the firm handles]. I am confident that my ability to conduct privacy impact assessments and manage cross-border data transfer issues will allow me to provide immediate value to your clients.

Enclosed is my resume for your review. I look forward to the possibility of discussing how my expertise in data privacy law can support the continued success of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]