

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

[Date]

[Hiring Manager Name]
[Company Name]
[Company Address]

Re: Letter of Interest for Regulatory Compliance and Privacy Associate

Dear [Hiring Manager Name],

I am writing to formally express my interest in the Regulatory Compliance and Privacy Associate position at [Company Name]. With a strong background in [Your Field, e.g., Law, Risk Management, or Information Security] and a focused expertise in data protection frameworks such as GDPR, CCPA, and [Other Relevant Regulations], I am eager to contribute to your organization's commitment to integrity and privacy excellence.

In my previous role at [Previous Company], I was responsible for conducting privacy impact assessments (PIAs), monitoring regulatory changes, and implementing compliance protocols across multiple departments. I have a proven track record of identifying potential compliance risks and developing mitigation strategies that align with both legal requirements and business objectives. My experience includes drafting privacy policies, managing data subject access requests, and assisting with internal audits to ensure continuous adherence to evolving standards.

I am particularly drawn to [Company Name] because of your reputation for [mention a specific company achievement or value]. I am confident that my analytical skills, attention to detail, and ability to translate complex regulations into actionable business processes will make me a valuable asset to your compliance team.

I have attached my resume for your review and welcome the opportunity to discuss how my qualifications align with the needs of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Name]