

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

[Date]

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

Re: Application for Corporate Data Privacy Attorney Position

Dear [Hiring Manager Name],

I am writing to formally express my interest in the Corporate Data Privacy Attorney position at [Company Name]. As an attorney with [Number] years of experience specializing in global data protection, privacy law, and regulatory compliance, I am confident in my ability to strengthen your legal department's privacy framework.

In my current role at [Current or Previous Employer], I have gained extensive experience in:

- Ensuring compliance with GDPR, CCPA/CPRA, and other emerging international privacy regulations.
- Drafting and negotiating complex data processing agreements (DPAs) and privacy clauses in commercial contracts.
- Conducting Data Protection Impact Assessments (DPIAs) for new product launches and internal processes.
- Collaborating with cross-functional teams in IT, Engineering, and Marketing to implement Privacy by Design principles.
- Managing responses to data subject access requests (DSARs) and coordinating incident response protocols for potential data breaches.

[Company Name]'s commitment to [mention a specific company project or value, e.g., consumer trust/digital innovation] aligns with my professional focus on building scalable privacy programs that balance legal risk with business objectives. I am particularly impressed by your company's approach to [mention a recent company news item or product].

I hold a J.D. from [Law School Name] and am an active member of the [State] Bar. Additionally, I am a Certified Information Privacy Professional (CIPP/[US/E/etc.]) through the IAPP.

I have attached my resume for your review and look forward to the opportunity to discuss how my expertise can support the privacy initiatives at [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]