Dear Sir/Madam,

I read your job posting for a [position title] with interest. I understood from the job description that you are looking for a talented [position title] with skills in [critical skill 1] and [critical skill 2].

I believe I am your ideal candidate for three key reasons:

1. I am a reliable and highly experienced Freelancer with expertise in [web/graphic design, social media, and brand messaging.] I have worked with both individual and corporate organisations to develop [mention part of your work].

2. I excel in business development and project management and enjoy working with my clients to develop initial ideas and concepts into successful projects.

3. I have a strong personal commitment to excellence and I demonstrate a high-level of professionalism in my work.

I am ready and willing to invest the necessary time and effort into your project and I Iook forward to an opportunity to discuss your needs in further detail.

Thank you for your consideration.

Sincerely,

[name and surname]