

Professional application letter requesting promotion within the company

Dear [Manager Name],

I am writing to formally apply for the position of [Target Position] within [Department/Company]. Over the past [X years], I have consistently contributed to the success of our team through [specific achievements, responsibilities, or initiatives].

I believe my experience, dedication, and skills make me a suitable candidate for this promotion. I am eager to take on greater responsibilities and continue contributing to the growth of [Company Name].

I would appreciate the opportunity to discuss my application further at your convenience.

Sincerely,

[Your Name]

[Current Position]

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