[YOUR FULL NAME]

[City], UAE | +971 5X XXX XXXX | name@email.com

[Date]

[Hiring Manager's Name, if known]
[Company Name]
[City], United Arab Emirates

Subject: Application for [Job Title] – [Job reference number, if any]

Dear [Mr./Ms. Last Name / Hiring Manager],

I am applying for the [Job Title] position advertised on [LinkedIn / company website / Bayt / Naukrigulf]. I have [X] years of experience in [field], and I am currently based in [City], UAE, with [visa status, e.g. a transferable residence visa] and can join [immediately / within 30 days].

In my current role at [Company], I [one specific achievement with a number that matches the job, e.g. handled 60+ guest requests a day at a 4-star hotel and kept a 4.8/5 review score]. I also [second relevant skill or tool from the job advert].

I am interested in [Company] because [one honest, specific reason: its projects, growth in the UAE, values, or the team]. I would bring [skill] and [skill] to the team from day one.

My CV is attached. I would welcome the chance to discuss how I can contribute. Thank you for your time and consideration.

Kind regards,

[Your Full Name]
+971 5X XXX XXXX