

This letter is to express my interest in joining your company. I believe that my experience and education will make me a competitive candidate for this post. The key strengths that I possess for success in this position includes, but are not limited to, the following:

- *Provide exceptional contributions to the work environment

- *Strive for continued excellence.

- *Strong communication skills.

- *I am a self-starter.

- *Eager to learn new things.

*You will find me to be well-spoken, energetic, confident, and personable, the type of person on whom your customers will rely. I also have a wide breadth of experience of the type that gives you the versatility to place me in a number of contexts with confidence that the level of excellence you expect will be met. Please see my curriculum vitae for additional information on my experience. I hope that you'll find my experience and interests intriguing enough to warrant a face-to-face meeting. I look forward to speaking with you about this employment opportunity.