Sir/Madam:

I am writing to apply for any position that fits my qualification. It is my great pleasure to serve your company. I’d likely to be part of the growing success of your company. With my capabilities and learning’s, I believe I am now well equipped to work with you the most effective I can be.

I look forward to having the opportunity to further discuss my qualifications with you.

Yours faithfully,

Geraldine R. Macasero