Date: 17th June, 2009.

Mr. Hudson,

As somebody who is always in search of new heights and challenges, I would like to present myself to your company as a management head. During the last 15 years of my career, I have spearheaded many projects. Today, I see helping actualize enterprises and goals as my most formidable strength. I feel that your company would be the best platform for me to bring forth novel and perfective plans.

My resume would reinforce the fact that I have been in the field harvesting skills and knowledge in managing. Project organization, resource allotment, problem solving, and strategic execution are just some of the crafts I have mastered. Among my co-workers, I have always been sympathetic and professional. Among those I lead, I have always been democratic and sensible.

I know that my background, work ethics and standards, characteristics, and skills will prove to be useful to your company. I would be delighted to come to your office to discuss my resume with you in greater length. As for now, I know that you are considering other applications as well. However, if you have inquiries, feel free to call or to e-mail me.

Thank you for taking time to read my letter.

Sincerely yours,

James P