July 19, 2009

Mr. Paul Thomas

Managing Director

Thomas Airways

143 Richmond Blvd.

El Segundo, CA 90245

Dear Mr. Thomas,

Enclosed herewith are my Resume and letter of references.

I am writing in response to your posted job opening online under the category of Aircraft Mechanics. I am a recent graduate of Aircraft Mechanic (Associate) from San Joaquin Valley College in Fresno, CA.

It is noted in your posted advertisement that you are welcoming fresh graduates. Hence, the reason that I decided to submit your required documents and letter of references. I may be a fresh graduate, but I do believe that I qualify for your job opening; this is because of my trainee experience as an Aircraft Mechanic from the company Olympic Aviation Inc. located in San Francisco, CA.

I am hoping that I’d be considered and be chosen to fill one of the slots available. Your prestigious company indeed is known to be one of the best in the Aviation world, and I definitely would like to be a part of it.

Please do feel free to contact me anytime through my mobile number (310) 588-8888. Thank you for taking your time to read this letter of mine.

Very Truly Yours,

**John Andrews**

John Andrews