12 January 2009

Aileen Loreal

Loreal Beauty Cosmetics

1005 Gravenstein Hwy N

Sebastopol CA 95472

Dear Ms. Loreal:

SUBJECT: Application as a Sales Representative Position

I have read your website last week and saw that you are actively seeking to hire quality individuals for Pharmaceutical Researchers for your main office. I would like to express my sincere and intense interest in this position.

I had my internship at the Cube Pharmaceuticals, Inc. as a research assistant. I completed my degree of Bachelor of Science in Pharmacy at the International University of Pharmacy. High level and communication are required for such a position, and I am confident that I have both them. I have a strong professional background in cosmetic and drug research and development during my internship. I am confident that I can offer good and productive contributions for a cosmetic company like yours.

I have enclosed a copy of resume where details about my skills can be further seen for your perusal. If you need additional documents supporting my trainings and education, please let me know.

I will be calling your good office tomorrow afternoon to talk about the possibility of arranging a personal interview. Thank you for your consideration.

Yours sincerely,

(Signature)  
Judy Ryan

Enclosure Resume.