July 16, 2009

Mr. Jimmy Patterson

Dell Incorporation

Head of Human Resource

8887 Lincoln Avenue

Boston, MA  02116

Dear Mr. Patterson,

Enclosed herewith are my Curriculum Vitae and letter of references.

I am writing in response to your recent post job opening for a Marketing Manager online through your website-www.dellincorporation.com.

Being a part of your company is attractive enough for most Marketing people like me, however, your added complete benefits and handsome compensation indeed attracted me to apply for your said job opening.

As a double major degree holder (Management/Marketing) from Boston University School of Management, I do believe that I possess all of your required preferences. Added to this, my being a part of Target Department Store, as their Marketing Manager, definitely can attest to my expertise in the said field and thus, making me one of the top candidates for this position.

I am fervently hoping for your kind consideration. Looking forward to hearing from you. Please feel free to get in touch with me through my mobile number (617) 555-8855. Thank you and More power!

Very truly yours,

**Steve Johnson**

Steve Johnson