

<YOUR NAME>

address, MA 02330 | phone | email

October 15, 2020

Dr. Edward Brush
Professor of Chemical Sciences
Bridgewater State University
Bridgewater, MA 02325

Dear Dr. Brush:

I am excited to apply for the analytical development and quality control position that was advertised on LinkedIn. After reviewing the position requirements, I believe that my qualifications and educational background are a great fit for the kind of candidate that your company is looking for.

The value that I will bring to your organization includes a strong skill set which I have developed through my academic and professional experiences. I am well-versed in benchtop organic chemistry and titration. I have the ability to work successfully in a collaborative setting and productively contribute in a team setting thanks to my ability to provide leadership and guidance in a professional setting.

As my resume specifies, I offer experience in spectroscopy and a team work ethic that you require in a new analytical development and quality control chemist, as well as an eagerness to learn. I am enthusiastic to move along with an interview to further discuss my qualifications and the possibility of joining your company's team. Please feel free to contact me for additional information that you require or to schedule a time that we can meet. I look forward to hearing from you at your earliest convenience.

Sincerely,

<Your name>