

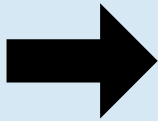
How to Write a Cover Letter

<Your Awesome Name>
<Street Address>
<City>, <State> <Zip Code>
Mobile #: XXX-XXX-XXXX
Email: <Email@email.com>

<Month XX, Year>
<Company you want to work at and are applying to>
<Street Address if you have it>
<City>, <State> <Zip Code>

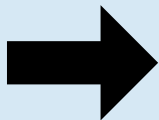
Dear <Hiring Manager Awesome Name>,

Introduction Paragraph



Section 1 is dedicated to what you are currently doing, why you are applying, and a high-level statement of why you would be valuable to the company.

Relevant Experience Paragraph

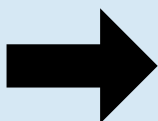


Section 2 of your cover letter should include why you are the best candidate for the position. Use the job description as a guide to outline what skills that you have that set you apart from all other applicants. These traits should coincide with the information provided on your resume.

Section 2 goes into detail as to what skills or initiatives make you valuable:

- Skillset 1: 1-2 sentences on specific projects or initiatives that show how you are a baller at this skill.
- Skillset 2: 1-2 sentences on specific projects or initiatives that show how you are a baller at this skill.
- Skillset 3: 1-2 sentences on specific projects or initiatives that show how you are a baller at this skill.
- Skillset 4: 1-2 sentences on specific projects or initiatives that show how you are a baller at this skill.
- Skillset 5: [Try to make this specific to the company or industry] 1-2 sentences on specific projects or initiatives that show how you are a baller at this skill.

Closing Paragraph



Ending Statement that says to the effect of these are the reasons why I am so perfect for this role. I've included my resume for your consideration and look forward to hearing back.

Sincerely,
<Your Awesome Name>