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# JULIA B. CHILD

Permanent Address  
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(639) 498-8121

Current Address  
498 Albany Street  
Dubuque, IA 52001  
jnursy@dbq.edu

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Mr. Fredrick Flintstone  
Employment Manager  
ABC Pharmaceutical Corporation  
1234 Street  
Pleasantville, VA 12345  
jackson@abcpharmaceutical.com

Dear Mr. Flintstone,

Passion. Dedication. Detail-oriented.

These are the attributes that drive me, and these are the attributes I will be to your work place.

From your company's web site I learned about your need for a sales representative in Dubuque, Iowa. I am very interested in this position with ABC Pharmaceuticals, and believe that my education and employment background are appropriate for the position.

While working toward my bachelor's degree, I was employed as a sales representative with a small dairy foods firm. I increased sales volume and profit margin appreciably while at Farmer's Foods, and I would like to repeat that success in the pharmaceutical industry. I have a strong academic background in biology and marketing, and think that I could apply my combination of knowledge and experience to the health industry. I will complete my bachelor's degree in Business Administration, with a concentration in Marketing from the University of Dubuque in mid-May and will be available to begin employment in early June.

Enclosed is a copy of my resume, which more fully details my qualifications for the position.

I look forward to talking with you regarding sales opportunities with ABC Pharmaceuticals. Within the next week I will contact you to confirm that you received my email and resume and to answer any questions you may have.

Thank you for your consideration.

Sincerely,

Julia B. Child

Enclosures: Resume and References