

DATE HERE

COMPANY NAME HERE

ADDRESS HERE

To Whom It May Concern

Re: JOB TILE/ LISTING NUMBER HERE

I am a young, motivated individual interested in submitting an application for the advertised Project Coordinator position.

WRITE SOME STUFF HERE ABOUT MY SKILLS RELEVANT TO WEB DEV HERE

With respect to my abilities the qualifications and skills required for this position. INSERT SOME INFORMATION BASED ON JOB DESCRIPTOR HERE (EG SKILLS/REQUIREMENTS)

I understand that you will receive a large number of applications for this role. I do, however, believe that my motivation, commitment and pre-existing skills will allow me to fit into your work environment and immediately start supporting the needs of your organization.

Thank you for your consideration of my application. I hope that after reviewing my attached resume you will be convinced of my potential. Please feel free to contact me by email or by phone at your convenience. I look forward to hearing from you.

Best Regards,



Adam Cote, EIT

adam.cote66@gmail.com

c: 647 405 6515