

**Human Resources**

Street Address

Institute Name, Country

**Your Name**

Street Address and Room No

Name of Department

Name of University

City, Country-Zip Code

Dear Prof. ABC,

I am interested in pursuing the "POST-DOC POSITION OFFER IN THE 'so and so' field" advertised recently in 'website/information center' as it overlaps with my research interests and experience'. My primary research goals are directed towards understanding physical phenomena using the simulation tools and techniques. At present, I am working at the Center for Energy Research department at UCSD in the area of laser-target interaction. As a postdoct at UCSD, I have done numerical and analytic studies on 'so and so topic name' and gained expertise in hybrid 'so and so techniques of' Simulation.

Prior to that during my graduate studies at 'so and so place', I was responsible for performing a number of significant numerical experiments and co-developed 'so and so codes' Fortran/C++/Python codes(using package ABC). I have written scripts in MATLAB in parallel environment to solve a variety partial differential equations, Eigen value problems, and 3D plotting. The collective result of these and many other efforts, large and small, resulted in a development in the understanding of plasma physics phenomena of fundamental interest.

I am articulate in writing and speech, and my interpersonal skill and scientific caliber has led me to continue my work for six months beyond my one year postdoctoral contract at 'so and so University'. I am extremely interested in working on the prescribe project as it involves strong and contemporary research, and excellent faculty and commitment to promote science driven global understanding. Besides my scientific skills, you will find in me an industrious and dedicated individual performing his/her work enthusiastically. I would appreciate the opportunity to talk to you more about the prospect of the above mentioned position.

Thank you for your review and consideration,

Name, Ph.D.