Farshid is very happy And satisfied.

Serkan is a student and is happy.

**Tips for Writing a Cover Letter**

**Tailor each letter to the job.**It takes a little extra time, but be sure to write a unique cover letter for each job. Your cover letter should be specific to the position you are applying for, [relating your skills and experiences](https://www.thebalance.com/how-to-match-your-qualifications-to-a-job-2060941) to those noted in the job posting.

**Use keywords.**One useful way to tailor your letter to the job is to use [keywords](https://www.thebalance.com/cover-letter-keywords-2060289) from the job posting. Circle any words from the job posting that seem critical to the job, such as specific skills or qualifications. Try to use some of these words in your letter. This way, at a glance, the employer can see that you match the requirements of the job.