12/4/2018 (Current Date)

Name of Contact (if you have)

Liquid Web (Name of Company)

3778 Calypso Ln

Holt, MI 48842

Dear Mr. Bob:

Opening paragraph: This letter is in reference to your software developer job opening at Liquid Web. I am contacting you to express my interest in this opportunity because I enjoy software development and have the ability to create programs that your company will need.

2nd paragraph: I am interested in this position because I have enjoyed software development my entire life and love the creativity it allows while still having a structure it needs to keep. My interest was piqued to apply for this position because I have seen the work your company has done previously hosting websites and I agree with your company’s motives and goals. I believe I will be a good fit for your company because I can create well-made and easy to use programs that you will need. Along with this letter you will find my resume enclosed, shown on my resume is that I have attended the Programming & Mobile Applications program at the Wilson Talent Center. I learned skills that will help me and your company succeed while in this position.

3rd paragraph: I would greatly appreciate the opportunity to meet with you. If you would like to contact me please call me at (517) 574-9949 or email me at [KadinKarrSchool@gmail.com](mailto:KadinKarrSchool@gmail.com). Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

*(Your handwritten signature [on hard copy])*

Kadin Karr  
*(In case of e-mail, your full contact info appears below your printed name [instead of at the top, as for hard copy], and of course there is no handwritten signature)*

Enclosure(s) (refers to resume, etc.)