

Lincoln Laboratory
Massachusetts Institute of Technology
244 Wood Street
Lexington, MA 02420-9108

March 28, 2011

Dear Hiring Professionals:

I am writing you to apply for a position with MIT Lincoln Laboratory (MLL). In 2002 I earned a B.S. in Physics from the Georgia Institute of Technology and went on to earn a Ph.D. in Astrophysics from Michigan State University in 2008. Between the years 2008-2010 I was a university sponsored postdoctoral fellow at the University of Waterloo in Canada and currently hold the position of a nationally sponsored postdoctoral fellow at the Observatoire de la Côte d'Azur in France. My unique education, research, and personal skills are well-matched with MLL's current teams of research and consulting experts, and I feel I would be a valued addition that would further improve the quality of the research, design, and development services of the MIT Lincoln Laboratory.

As my curriculum vitae (CV) shows, I have been exceptionally productive in the research arena for the last 10 years, am proficient at arriving at publishable results, and have formed numerous fruitful collaborations. In addition, my research covers a broad-range of scientific topics and has demanded that I continually refine and expand my knowledge across multiple disciplines – an ability I refer to as “quickly obtaining a critical mass of knowledge.” My most valuable skills, which happen to coincide with the stated objectives of MLL, are critical thinking, detailed analysis, mathematics, physics, and dissecting complex problems with the goal of finding creative/novel solutions. I am extremely organized and goal oriented, which, when combined with my intellectual capabilities, enables me to provide positive momentum to any project which I undertake or am assigned.

My skills are not limited to the scientific or collaborative regimes, I am also technically proficient and can operate autonomously. My dissection of a problem thus extends beyond the standard steps of defining the problem and designing a solution, into implementing and testing those solutions. In my own work, I focus on a few simple solution priorities: being straightforward, providing clear documentation, ensuring extensibility, and modularizing. Then comes the most enjoyable part: breaking down the solutions and finding ways to be more creative, which naturally means higher efficiency through simplicity. It is this process which combines my individual strengths with those of others on a team, and hence is the nexus of what I consider the collaborative effort. I feel it is this approach to problem solving and critical thinking that would make me a valued asset for MLL.

I have included my CV and am willing to send additional materials as desired (*e.g.* writing samples, personal evaluations, examples of my technical work). I am inter-

ested in further discussing the open positions with staff of MLL and would like the opportunity to interview, at your convenience. I can be easily reached via the email address and home phone number provided on my CV. I am an American citizen by birth, eligible to work in the USA, speak fluent English, have never been accused (or convicted) of a crime, and am proud of my impeccable personal history. I thank you for your consideration and look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Cavagnolo", written in a cursive style.

Kenneth Cavagnolo
117 Northern Ave. Apt. 4
Decatur, GA, 30030, USA
719-285-9062
kencavagnolo@gmail.com