

Sangbum Kim

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March 6th, 2020

Hiring Manager, Department of Human Resources
Incorporation
Seoul, South Korea

To whom it may concern,

I am sending you this letter as formally applying for the job position, which was advertised on your company website. I have completed all the required components for my bachelor's of arts in business administration degree in August 2017 at Sejong University.

My relative exposure to the marketing field and experience should qualify me as a strong candidate for the position. I am passionate about global marketing, having taken marketing courses and leading group projects at Sejong University. Furthermore, I have been a voluntary office/teaching assistant in the Department of Marketing at Sejong University for the past four years under the guidance of professor emeritus Theodore O. Wallin.

Additionally, my multi-cultural background will be a benefit for Sejong University. Living overseas and studying abroad in America, India, and Egypt for more ten years has allowed me to form an adaptable, outgoing, and globally-aware personality. Hence, I speak three languages fluently and would contribute to communications among your global branches.

I have included my resume along with this cover letter that highlights my work experience and additional qualifications. Wish to thank you in advance for any consideration. I respectfully request an interview at your earliest convenience. My contact may be reached anytime at:

+82-10-6273-5558 or by e-mail at: sangbricekim@gmail.com. I'm looking forward to hearing from you soon.

Sincerely,

Sangbum Kim