

Letter of Interest

January 4, 2013

Amy Tilley
Office Manager
Company A.
123 xyz street
Washington DC 20005

Hi Tilley,

I want to thank you for the opportunity you have given me to work with Company A for 2 years. I have enjoyed every day I was able to come in and contribute to furthering of the vision and mission of this great company. During my time here I have grown in my role as **Web Developer** and have found it very rewarding.

I recently had the opportunity to review my current responsibilities and have found that some of my roles as **Web Developer** can be performed in a telework environment. Some of these tasks include but are not limited to the following,

- Perform or direct website updates.
- Develop system interaction or sequence diagrams.
- Write supporting code for web applications or web sites.

Also I have attached a full breakdown of these tasks and more in my **telework proposal**.

I wanted to schedule a time to discuss my telework proposal and how we can benefit from having me telework without any lost in productivity.

Sincerely,

John Smith
Web Developer
202-222-2222

