

April 10, 2008

Dear whomever this may concern,

I am interested in working as an Interior Decorator or Designer for your organization. I am working on my art skills and I am taking courses in which these subjects are taught. I enclose my resume as a first step in exploring the possibilities of employment with you.

My most recent experience has been out in decorating for the Freshman Semiformal. I am also involved in many extra curricular activities, including singing for the Meistersingers at Radnor High School.

As an Interior Decorator with your organization, I would bring a focus on quality and service to your company. Furthermore, I work well with others, and I am also interested in learning other techniques.

I would appreciate your keeping this inquiry confidential. I will call you in a few days to arrange an interview at a convenient time for you. Thank you for your consideration.

Sincerely,

Caitlyn J. Canfield