

April 11, 2008,

Dear whomever this may concern,

I am interested in working as an engineer. I am an expert at history and math and I have taken many 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 the field, football, running and outside basketball. I am also involved in many extra curricular activities, including three seasons of sports at Radnor High School.

As an engineer with your organization, I would build the good building to the people Furthermore, I work well with others, and I am an experienced leader.

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,

Tao Jiang