

James Brown

238 Broadway

New York

NY

United States

To,

The HR Manager

XYZ Company

354 F 63rd Street

New York

NY 10022

United States

Subject- market research cover letter

Respected sir/ma'am,

As I was going through the internet I saw the advertisement of your company where it was mentioned that [mention the name of the hiring company] is seeking for an experienced market researcher. My name is [mention the name of the sender] and I have been working as a market researcher at [mention the name of a marketing agency] for over 7 years. I am writing this letter with the intention of applying for this job in your company.

Working in the same field for such a long duration, I have all the proper skills and qualities within me such as utilizing statistical software in order to manage and organize information, monitor the progress of a project, organize information with statistical software by conducting a proper survey, analyzing and interpreting data in

order to identify the pattern and solutions, stay fully updated on the current market trends and have up to date information about the consumers and the competitors.

I would like to inform you that I have all the qualities within me which were mentioned in the job application such as I have over 5 + years of experience in the same field and proper working skills and responsibilities within. I would like to let you know that I have attached my CV along with this letter and I am confident enough that after you go through all of my other documents you will also agree with me that I will be the best and perfect match you can find for this job.

Thank you so much sir or mam for your time. I really appreciate you taking some time out of your schedule to go through this letter. I hope that we will meet very soon in person to discuss this job.

Sincerely,

From

James Brown

[handwritten signature]

[Mention the contact details]

[Mention here, if there is any post note to be given]