

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- Petroleum geologist cover letter

Dear

I'm thrilled to be submitting my application to [Mention the name] for the Petroleum Geologist position. I have more than [Mention the number] years of experience working in the oil and gas sector, as well as a [Mention the degree] in petroleum geology. I am certain that I possess the qualifications you want in a candidate and I am eager to put my skills to use to support [Mention the name] objectives.

I used to work at [Mention the name of the company], where my duties included carrying out geological and geophysical surveys, processing data, and providing recommendations for drilling and production operations. I also have practical experience directing drilling projects, doing on-site surveys, and working in the field. I am certain that I possess the qualifications you want in a candidate and I am eager to put my skills to use to support [Mention the name] objectives.

Being a member of a group that is committed to innovation and quality excites me because I am a motivated and results-driven individual. I am certain that I can help [Mention the name] succeed, and I am eager to talk to you more about this possibility. I appreciate your thoughts and time.

Sincerely,

James Brown

[Handwriting signature]

[Mention the contact details]

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