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

Sub: Cover Letter for the job role of Marine Biologist

Dear Mr. or Mrs. or Ms. HR Manager,

Greetings of the Day!

As a student from a background of science, I found this opportunity of being a marine biologist in your renowned company to be extremely attractive for my professional growth. Moreover, I heard about this job role from a (mention the name of the site where you heard about the job), which immediately attracted me and managed to cultivate an arduous zeal for which I wrote this letter.

As a graduate of (mention the name of the university), I procured the knowledge that this particular job role demands, and also volunteered for several projects. Moreover, the participants on the volunteering projects aided me in evaluating my leadership

efficacies and also helped me to be a better team player. Further, as a continuous learner, I will continue to sharpen my skills, which I am sure would pave the path of reaching the pinnacle point of success in my professional life.

Apart from being a brilliant student in the field of science, I also managed to sharpen my efficiency in handling technical pieces of software such as ocean Sonics, sequoia scientific, canarina DESCARGA and others. Moreover, the technological knowledge I think would be prominent enough to convey the responsibilities I have to carry as a marine biologist. In addition to that, the knowledge I would procure from being a part of your renowned organization would be of utmost consideration in my career growth.
In this regard, I am here to attach all the personal details of my education and the technical knowledge I inherit. Further, the hiring team is requested to contact me in my email which is (mention email ID) and you can also contact me in (mention the phone number).

Looking forward to a absolute positive response

From

James Brown

[Handwriting signature]

[Mention the contact details]

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