[Date]

Dear :

Are you looking for a with:

* years of hands-on experience in ?
* Knowledge of the latest technology in ?
* Excellent written and oral communication skills?
* A passion to learn and to increase his skills?

If so, then you need look no further. You will see from my enclosed resume that I meet all of these qualifications and more.

I would very much like to discuss opportunities with .To schedule an interview, please call me at .The best time to reach me is between and , but you can leave a voice message at any time, and I will return your call.

Thank you for taking the time to review my resume. I look forward to talking with you.

Sincerely,

Enclosure