

James Arnold
134 Boulevard Street
Sydney, Australia
Tel: (555) 555-1029
Email: jamesarnold@emailplace.com

September 13th, 2013

Ms. Penelope Truth
Progressive Industries
103 Ninth Avenue
New York, NY 12555

Re: Employment Opportunity

Dear Ms. Truth,

I am a marketing graduate from Edu-Tech University in Ireland, with experience in internet marketing, SEO, and social media. I am participating in a 12 Month USA Work Visa Program, which permits me to take up employment in the US for up to one year. I have a US sponsor and authorized US work papers which will commence on October 15th, and I would welcome the chance to interview for a relevant job opening with your organization.

Why hire me? I'm creative, intelligent, and diligent, and I have an excellent academic record and professional experience. In the past I have worked for Pinnacle Technologies, where I spearheaded a massive direct-mail marketing campaign. At Marketing King, I became well versed in search engine optimization and website building. With this solid foundation beneath me, I look forward to continuing to build my career in a prestigious company like your own.

I'm confident that, as a skilled international graduate, I would be a great fit for your company. I look forward to hearing from you at your earliest convenience. I can be reached by email or telephone, or I can meet in person as early as October 1st.

Thank you for your time and consideration.

Best regards,

James Arnold