

Emmett X. XXXXXXXXXXXX
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XXX County Road XXX N – Pesotum, IL – 61863 – 217-XXX-XXXX

March 30, 2010

Corson Music Shop
Attn: Dyke Corson
71 East University Avenue
Champaign, IL, 61820

Dear Mr. Corson,

I am writing to you in hopes of gaining employment as a sales manager at one of your stores. I have been around music my entire life and am very knowledgeable about the instruments you sell. I believe that I would be a beneficial salesman for you because I work well with people and can easily explain, teach, and also learn.

Since grade school I have been playing a musical instrument. In second grade I began playing the piano and kept with it until I switched to guitar in junior high. I have been in band for three years and have studied music theory along with it. Another musical perk I have for this job is that I know the hardware of these instruments and have been fixing and working on my instruments since I have purchased them.

One other point I would like to make about how I am qualified for this job is that I work well with people and can teach them about what they want to buy. I can give them the in's and out's about what they are buying and can convince them which product to buy.

I appreciate you taking the time to read this letter and look forward to job-shadowing you on April 29. Attached is my resume which includes my information, past employment, achievements and references. You can contact me by my phone number which is (217)-XXX-XXXX or through my email at XXXXXXXX@prairieinet.net. Thank you for your consideration.

Sincerely,

Emmett X. XXXXXXXXXXXX

Enc.