

Sample Student  
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Ashland, Missouri 65010  
(555) 555-5555  
student@mail.missouri.edu

Today's Date

Dr. Sample Employer  
Wilson Laboratories  
10000 Main Street  
Kansas City, Missouri 64147

Dear Dr. Employer,

The position of **Scientific Research Assistant** posted on HireMizzouTigers.com is of great interest to me, and I would be most appreciative if you consider my application. My background in laboratory-based work, as well as knowing the appropriate lab procedures and solid state techniques qualifies me for the position.

During my time at the University of Missouri, I routinely challenged myself with rigorous coursework and in being motivated to learn new concepts. As a member of several professional campus organizations, the interaction with others and work to reach common goal helped me understand the utility role I play when in a team atmosphere. I excelled academically, graduating Magna Cum Laude, as well as practically in my field experience. This knowledge and expertise would be a great addition to your company as you look for a candidate who is scientifically knowledgeable and one who can effectively communicate and interact with colleagues and stakeholders.

I am currently working at Robson Labs, where I am taking full-advantage of my internship experience by learning what this successful and well-regarded scientific research laboratory does. I am assigned to the Biohazard area within the lab, and I have enjoyed knowing my research is contributing to worker and societal safety. My team is also responsible for data analysis and for preparing reports reviewed by the management team. I enjoy being a team member and have excelled in this area; however, I am perfectly capable and motivated to work as an individual. I'm excited to apply this energy and desire to contribute to the area of research to help reach the goals of Wilson Laboratories.

If you have any additional questions for me, feel free to call me at (555) 555-5555 or email me (student@mail.missouri.edu) with any inquiries. I plan to contact you within the next week to discuss this position in further detail, and hopefully set up an interview at some point. Thank you very much for your consideration.

Cordially,

*Sample Student*

Sample Student