

March 17, 2016

370 Lancaster Ave.
Haverford, PA 19041
name@gmail.com
(111) 111-1111

Forester Capital, L.L.C.
Two Sound View Drive
Third Floor
Greenwich, CT 06083

Dear Ms. Smith,

Through the Haverford College Career Development Office I learned that Forester Capital is currently hiring for the position of research analyst. I'm excited about the opportunities Forester Capital will provide to learn more about financial markets with a diverse group of people. It is with great pleasure I submit my application for this position.

My educational, extracurricular, and professional experiences make me well equipped for this position. As an athlete and member of freshman orientation groups and student representative committees I have experience working in teams, such as those I will be expected to work in at Forester Capital, L.L.C. In these roles I have learned to interact with people with both more and less experience than myself, ranging from deans and athletic directors to freshmen and prospective students. This will be helpful in my role at Forester Capital.

Additionally, as an economics major at Haverford College I have learned how to do research and analysis. I have brought those skills into the work place creating projects and presentations at Vishay Intertechnology, Inc. and The Conference Board that helped improve business for my company and my company's clients. Key experiences in research and analysis have included my senior economics thesis, analyzing business units and merger and acquisition opportunities at Vishay Intertechnology, Inc. and creating a product at The Conference Board that analyzes the labor market and uses this information to inform member organizations human resource practices.

I thank you for your consideration and look forward to meeting with you to further discuss this position and my qualifications. Please do not hesitate to contact me if there is anything else I can do for you until then.

Sincerely,

Name