

To,
Mr. Donald Trump,
Human Resource Manager,
Empire Corporations,

Dear Mr. Trump,

This letter is with reference to your advertisement on getsomejobs.com on 5th april for the post of Sales Engineer. I wish to apply for the job to get a chance to work with your esteemed organization.

I am very well aware of the requirements and responsibilities of the job as I was working as a sales engineer with Black Bell Limited. I have knowledge of manufacturing, engineering and development with research departments to plan how the products and services can be enhanced for the benefits of the client and how they can be put to best use.

My experience in the field has given me knowledge that would be beneficial for your company too. I shall be obliged if you could schedule me for a personal interview as soon as possible for the position in question. I appreciate your consideration of my resume for this position.

Sincerely,
Ms. Smith