

John Doe

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4 February 2020

Hiring Manager Name

Hiring Manager, WebNet Solutions, LLC
123 Address St
Anytown, ST 12345

Dear Ms. Anderson,

I'm writing to express my interest in the Junior Web Development position you have open.

I recently completed my B.S. in Computer Science at UCLA. While still a student, I interned at Dynamic Web, where I performed all the duties required in your Web Development position, including updating existing websites and handling analytics.

I was also the primary web designer for the global nonprofit Life Is Water, where I was in charge of the organization's web design and development, including building security to protect financial transactions.

I work well in a collaborative environment with people from all backgrounds. I'm also able to take the leadership role in designing user-friendly websites that enhance the organization's mission and connect with customers and clients.

I'd be very interested in meeting with you in person to learn more about your company's needs and share my qualifications. Thank you for your consideration and for reviewing my attached resume. I look forward to speaking with you further.

Sincerely,

[John Doe](#)