

# TOMAS STEWART

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## CECILIA WAGNER

Senior Hiring Manager  
BCG Attorney Search  
c.wagner@youremail.com  
(765) 567-7654

Dear Ms. Wagner,

During my second year of employment, I was singled out as the top-performing newly-qualified lawyer at my firm. My supervisors noted my exceptionally detailed knowledge of family law and outstanding witness preparation skills. I look forward to displaying these attributes as a family law specialist at BCG Attorney Search.

As a knowledgeable practitioner with 2 years of experience, I would relish the opportunity to work for one of the state's leading law firms. I believe that my skills and experience can help your organization further its incredible reputation for expertise and client service. My recent achievements include:

- Securing a favorable outcome for 78% of cases on my roster in 2020
- Receiving praise 2x during annual performance reviews for my organization and advanced research ability
- Preparing complex legal documents with a 100% accuracy rate throughout employment

I would like to meet to explore how my strong collaborative and communication skills can make me an asset to your firm. Please contact me to schedule an interview.

Sincerely,

*(Insert Signature Here)*

**TOMAS STEWART**

P.S. I would like to tell you why I was shortlisted for the Kansas Bar Association Outstanding Young Lawyer Award last year.