

Cover Letter Model – BUSINESS LAW ATTORNEY

May 30, 2018

Mr. P. Jensen

Partner
Company A
158 Oak St.
London, Ontario N5V 2F6

Re: Unsolicited application for position as business law attorney

Dear Mr. Jensen:

I would like to apply for a position as a business law attorney with your firm. I have been working as a lawyer in Ontario for 18 years, and have developed significant expertise in this area.

I am interested in joining Company A because of two qualities that are important to me: an excellent reputation due to the expertise of its lawyers, and the wide variety and technical nature of the cases it handles, promoting reflection and self-improvement.

I believe my experience working for a variety of firms, business law specialty and strong interpersonal skills from teaching courses and giving conferences could serve to build and enhance Firm A's renown.

I am available to meet with you to discuss my interest in and qualifications for the job.

Yours truly,

Peter Green

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