**Jeffrey Green**

**🕿 (555) 555-5555 🖂yourname@vmail.com**

**[Street Address] New York, NY 55900**

**Today’s date**

Mr. Roger Reed

Company name

Address, City, State, zip

Dear Roger Reed,

Re: Job Post – Copywriter

When I saw the job posting on your website for a creative copywriter, I realized – hey, that’s me!

I laced up my teal and grey Nike sneakers, seized my resume, grabbed a subway train to your office, and here I am.

Please refer to my resume and you’ll see that I have 18 fruitful years of experience in creating brands for firms, popularizing company products, and creating new movements in consumer buying habits. Here are just some of the areas in which I unleash my creativity:

* Brainstorming with business owners, designers, and product managers to take the world by storm with innovative advertising campaigns,
* Writing fiery copy that perfectly aligns with corporate brand and feel of the products we unveil,
* Producing a flood of social media – website pages with banners, online newsletters, and email blasts (I just adore the latest technology!), with corresponding offline efforts through advertising and other sidewalk initiatives.

I really want to meet with you to show you a variety of the campaigns I initiated and to discuss how I can propel your company to the heights of success.   
Looking forward to seeing you in person!

Jeffrey Green