

September 8, 2010

34 Turn Hill Road
Somers NY 10589

Mr. Michael Servino
Owner, CLR Construction
456 Apple Free Road
Mahopac NY 10591

Dear Mr. Michael Servino,

I am writing this letter of application in response to an advertisement placed in the local newspaper. The advertisement states that you are interested in hiring a carpenters' assistant.

I am currently receiving my training in carpentry at The Tech Center in Yorktown. I am learning how to use different hand tools such as a cross cut saw carpentry-related math, shop safety, cutting and assembling, roofing, siding, and a speed square. Furthermore, I am a hardworking, consistent and motivated individual who will finish any task that is set before me.

I would like to take this opportunity to request an interview with the manager of your business. I am enclosing a copy of my resume. I feel that I would be an asset to your business, and I am very interested in acquiring the position that you have advertised. I look forward to hearing from you in the future.

Sincerely,

Brendon S. Marva