345 N Monmouth Ave.

Monmouth, Oregon

March 15, 2013

Mr. David Matthews, President

Money International Corporation

7788 Success Road

Beverly Hills, CA 90210

Dear Mr. Matthews:

I was excited to learn from Western Oregon University’s Service Learning and Career Development Office that the Management Department has an available position. I would be particularly interested in discussing the opening for Assistant Director of Operations in Spain since I am a fluent in English, Spanish, and French. My resume is enclosed for your review.

As you can see, I will obtain my Bachelor of Business Administration in Finance in May of this year. My high grade point average (3.53) and the speed with which I obtained my degree demonstrate my strong work ethic, determination, and ability to excel. Additionally, my education encompasses a wide range of finance, investment, and banking coursework. I can offer substantial knowledge of European business practices, in addition to hard work, dedication, and future potential.

I am confident that I can make a meaningful and lasting contribution to your firm, and am anxious to discuss this further. Please call me at your earliest convenience to arrange a time to meet and discuss options. I can be reached at (405)555‐5555. Thank you and I look forward to our conversation.

Sincerely,

*Cornelius Scott*

Cornelius Scott

Enclosure