

Dear ,

I am sending that attached resume in response to your \_\_\_\_\_ advertisement, in which your company is seeking a \_\_\_\_\_. As someone with my background in biomedical engineering, I feel well qualified for this position.

I believe my \_\_\_\_\_ experience and education can be easily applied to a \_\_\_\_\_ position in your company.

If I can provide you with any additional information or references, please don't hesitate to contact me at the phone numbers or emails listed above.

I look forward to hearing from you soon.

Respectfully yours,