

Matthew Comer
10709 Valley Vista Road
Austin, TX 78737

Dear Whoever It May Concern:

I am writing in response to the job posting for a Project Manager role on your team. After reading your job description, I am confident that my skills, knowledge and experience are a perfect match for this position.

I would welcome the opportunity to further discuss this position with you. If you have questions or would like to schedule an interview, please contact me by phone at (512) 788-5268 or by e-mail at emailme@matthewcomer.com. I have enclosed my resume for your review, and I look forward to hearing from you.

Sincerely,

Matthew Comer

Enclosure