

**John Smith**  
**Jsmith@gmail.com**  
**604-888-8888**

May 23, 2015

Dear Mr. Chen,

**Re: Application for Jewelry Designer**

At the suggestion of our mutual friend, Sam Jones, I am eager to express my interest for the position of Jewelry Designer. Enclosed please find my resume for your consideration.

For the past seven years, I have been devoted to developing and refining my design skills while maximizing my technical knowledge. In addition to producing my own designs, I currently work as a model maker for Brooks Inc. During this time, I have made significant contributions to the company and have won several prestigious design awards.

Your company's commitment to innovation and high-quality contemporary design is very appealing to me. An opportunity to meet with you to further discuss my qualifications and the possibility of working at Swedish Jewellers would be appreciated. I may be contacted either by phone or email at **604-888-8888** or **Jsmith@gmail.com**.

Kind regards,

John Smith

Encl.