

February 7, 2007

705 N Killingsworth
Portland, OR 97217

Mr. John Q. Employer, COMT
Ophthalmology Department
New York Eye Institute
1000 Big Apple Way Suite 200
New York, NY 97210

Dear Mr. Employer,

I am writing you in regards to a position you had posted on the Internet for a qualified Ophthalmic Medical Technologist. I have just completed a two-year Ophthalmic Medical Tech program in the Portland area where I maintained a 3.0 grade point average and made dean's/ president's list three times.

Mr. Employer I have had the opportunity to work briefly at Casey Eye Institute as a volunteer in the low vision and then as an intern in the Ophthalmology department where I spent a total of nine months. I recently paid a visit to your facility when I was back east, I enjoyed meeting the staff and have the utmost respect for the work you do there for the indigent and the uninsured public. When I think of fair healthcare and places I would enjoy being employed I think of New York Eye Institute.

I believe I would be a great benefit your team. I spent four years as an Optician. Through this job and others I have learned patience, flexibility, great multitasking skills and the ability to problem solve on a moment's notice. I have done four three-month ophthalmic clinical rotations this year and will graduate mid - June. I believe that I have demonstrated to those clinics that my public relations skills as well as my technical skills are defiantly entry level or beyond and I hope to have an opportunity to discuss my qualifications in more detail with you.

I can be reached any time on my cell phone (503) XXX-XXXX or my home phone (503) XXX-XXXX. My email is omtgraduate@yahoo.com. Please feel free to call me with any questions you may have or for references you wish to contact. Thanks for your time.

Sincerely,

OMT Student

Enclosure

