

Mr Philip Smith
Hiring Manager
Mathews Pharmacy
Made Up Road
London
E12 5DD

4th January 2011

Dear Mr Smith

I hope that you will consider my application for the Pharmacist position that has been advertised on the dayjob.com website.

For the last two years I have been employed with Charles Pharmacy in Birmingham and have made numerous contributions to the effective running of the business. My daily duties include ensuring the correct and safe supply of medical services to the public, giving advice and also supplying prescription medicines to customers.

I believe I am the candidate who has the skill sets and experience you're looking for.

The enclosed resume provides a more detailed description of my education, interests, and work experience. I would bring to your pharmacy not only my pharmaceutical skills, but also the positive, cooperative attitude that I have displayed throughout my career.

Thank you for considering my application, I would welcome a phone call so that we might be able to set up an interview time. I am available most afternoons, and look forward very much to hearing from you.

Yours sincerely,

Richard Daniels
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