Alice Smith  
[alicesmith@example.com](mailto:alicesmith@example.com)  
(123) 456-7890

March 26, 2025

Bob Johnson  
123 Main Street

Boston, MA 02108

Dear Bob Johnson,

I am writing to express my interest in the Software Developer Position at Amazon. As a soon-to-be graduate from Eastern Connecticut State University with a Bachelor's in Computer Science, I am eager to apply my skills in Python, software development, and problem-solving to a dynamic and innovative team.

During my internship at Travelers, I contributed to the development of internal tools using Python, assisted in debugging software applications, and gained hands-on experience with version control and agile methodologies. These experiences strengthened my ability to collaborate with teams and develop efficient coding solutions. Additionally, my work in retail at Target and Best Buy has honed my communication skills, adaptability, and customer service mindset—qualities that I believe are valuable in a collaborative software development environment.

Beyond my professional experience, I have worked on various projects, including developing automation scripts, creating a simple game in Python, and building a basic web scraper. My coursework in Algorithms, Data Structures, and Software Engineering has further reinforced my technical foundation.

I am excited about the opportunity to bring my enthusiasm and technical skills to Amazon and contribute to your team’s success. I welcome the chance to discuss how my background aligns with your needs. Thank you for your time and consideration—I look forward to the possibility of speaking with you soon.

Sincerely,  
Alice Smith

Name: Alice Smith  
Email: [alicesmith@example.com](mailto:alicesmith@example.com)

Phone: (123) 456-7890

**Education**

* Eastern Connecticut State University, Willimantic, CT (May 2025)
* Bachelor’s in Computer Science

**Relevant Coursework**

* Calculus I & II
* Programming I & II
* Algorithms
* Data Structures
* Software Engineering
* Operating Systems
* Computer Networks
* Database Management

**Skills**

* Proficient in Python
* Basic knowledge of software development
* Debugging and troubleshooting
* Writing and testing code

**Work Experience**

* **Retail Associate - Target**
  + Assisted customers with purchases and inquiries
  + Managed inventory and restocked shelves
  + Operated the cash register and processed transactions
* **Travelers - Software Development Intern**
  + Assisted in developing internal tools using Python
  + Debugged and tested software applications
  + Gained experience with version control and agile development
* **Cashier - Best Buy**
  + Processed customer purchases and returns
  + Assisted customers with product questions
  + Handled cash and electronic payments efficiently