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November 24, 2000

Foster, Peabody Associates
P.O. Box 527, FDR Station
New York NY 10510-5022

Dear Foster, Peabody Associates:

Today's business is moving toward a new era. That era is called global expansion. The global market for business is the cutting edge for companies. I want to be in the forefront of this kind of business. I am submitting a resume for the international positions that you advertised in the November 23, 2000, edition of *USA TODAY*.

My resume projects qualifications for a prepared and ambitious person who will be a brilliant addition to any company. My experience in the workforce has efficiently trained me for whatever tasks are put to me. I have traveled overseas twice and have lived in France for several months. In May of 2001, I will be graduating from Winthrop University with a degree in Business Administration and a degree in French Modern Languages. With these degrees, I intend to pursue an exciting and fulfilling career. My studies in college have given me superb knowledge in each area of concentration. Also, this new arena of business depends more each day on the backbone of computerized information systems. I have learned and self-taught a firm knowledge of computers. I can easily learn new programs and hardware repair tactics. With the three fields of business, French, and information systems, I can obtain my goal of becoming a part of this new age in business.

Given my splendid academic record, business experience, and positive attitude toward life, I feel your company needs a person like myself. I am honest, inventive, enthusiastic, cooperative, and a leader. My addition to the company would be a cherished asset. Please call me concerning an interview so we can further discuss my qualifications. I can be reached at the number above, or by e-mail at zzpittb@acad.winthrop.edu.

Sincerely,

Bradley S. Pitt
Enclosure: Resume