**SALUTATION IN LETTER**

**TO WHOM IT MAY CONCERN**

I am eager to utilize my management experience and skills within a new career field. I pride myself in ethics, integrity, accountability, and leadership qualities. I am a very goal, detail, and time management oriented. I strive to continually improve upon my skills and within myself as an individual.

I love to help others and encourage them to strive to be the best that they can be.

I know that I am a great candidate and hiring me would guarantee that you have an employee dedicated to your company, and the well being of others. I look forward to hearing from you.

Thank you for your time and consideration.

Respectfully,

Monique Hite