Dear Dr. Whitstone:

I am submitting my resume for the position of Biologist. As a skilled microbiologist and researcher with 13 years of experience ensuring top-flight quality control and regulatory compliance while performing various microbial testing and validation projects, I am confident of my ability to make a significant contribution to your company.

My professional experience includes managing day-to-day laboratory operations while studying living organisms to ensure the achievement of highly accurate results. With my advanced education and my dedication to optimizing laboratory operations through superior management and team leadership skills, I am in an excellent position to impact performance at Natura Laboratories.

The following are a few highlights of my qualifications and experience:

Excelling as a Microbiologist with RainScope for the past nine years, supervising laboratory operations, animal-based experiments, compliance, data review / approval, root cause analyses, and project coordination while contributing to a high-performance laboratory team.

Utilizing molecular biological approaches to experiments to identify and study changes in genetic levels.

Achieving a Bachelor of Science in Biology; currently pursuing my PhD in Microbiology from the University of Texas.

Demonstrating a consistently solid work ethic and sense of personal responsibility throughout my professional tenure.

My keen knowledge of biological testing, review, and validation—along with my ability to effectively coordinate and lead all facets of laboratory operations—will allow me to help continue and expand the success of your laboratory. I look forward to meeting with you and discussing my qualifications and this opportunity in more detail.

Thank you for your consideration.

Sincerely,

Joanna W. Wade