**Sample**

Clark Kent

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7-June-16

Dear Hiring Manager,

I'm very thrilled to be applying for the position of CEO at Luton Medical. You'll find me to be a motivated, devoted, and assertive individual. I expect the very best from myself in everything that I do. This allows me to request the same from my staff. Confidence and self-belief are crucial qualities in a leader, and I believe that I have them, which would make me an excellent CEO for your organization. I also have a strong sense of responsibility that extends to the stakeholders of any business assigned to me, its employees, and customers. The idea of leading this great company into a new future filled with possibilities offers a stunning challenge.

I am different from the ordinary aspiring CEO in a way that makes me a suitable candidate to run Luton Medical: I have a medical degree. I got my M.D. from Southgate University, so I have extensive knowledge in medicine. This makes me uniquely responsive to the needs of the staff at Luton Medical. I decided to become an entrepreneur after getting my medical degree.

I have started many companies of my own and sold them for a sizeable profit. My entrepreneurship skills led to an offer to head one of the largest medical corporations west of the Thames River. When I gained control, it had been run down for the past five years. After two years under my leadership, we turned a profit of 25%, and that increased by at least 10% yearly until I left five years later.

My experience has taught me that a CEO should not just be a boss. A company's success is achieved by committed individuals who are satisfied with their work and inspired by their leadership. If given the opportunity to lead Luton Medical, I would do everything I can to earn that admiration while serving as your CEO.

Sincerely,

Clark Kent