

To Whom It May Concern:

Please accept the attached resume for the open position with your company. As it will show I have made a personal commitment to my career in human relations and insurance. I am currently looking for an opportunity to use my training and experience within a reputable, customer focused organization.

My career experience has proven to be diverse in that I have had the opportunity to experience many areas of insurance, sales, business development, customer service, human resources, data analysis, and management. I have an entrepreneurial spirit and a drive to succeed. I hope to bring these skills and qualities to use in my next career opportunity.

I would enjoy the opportunity to visit with you in person to discuss my qualifications. You may contact me at directly at info@EileenLacer.com at any time. Thank you for your time and consideration.

Sincerely,

Eileen M. Lacer