

## **Assistant Lecturer Job Application Letter**

Cyril Goulet  
1284 Wood Duck Drive  
Iron Mountain, MI 49801  
(777)-491-2383  
[email]

Aug 30, 2010

Mr. Jerry Crichton  
University of California  
2643 Center Avenue  
Fresno, CA 93706

Dear Mr. Crichton,

This letter is being sent in reply to the Assistant Lecturer job opening that your company recently listed. I feel that my ability to speak in front of large groups and my ability to teach would make me a good candidate for this position at University of California.

The following is a summary of the qualifications I would bring to University of California:

- I have over 8 years of experience working as an assistant lecturer and have worked with some of the best in the industry.
- With the attention to detail that I pay to every task, I can effectively grade papers and examinations in support of the full time lecturer.
- Ability to help set up curriculum and course study for the lead lecturer.

Working as an assistant lecturer means working as a team with the support staff and is something I can do effectively. The skills I bring to this position would be beneficial to University of California.

I would be more than happy to have a sit down meeting with a representative from University of California in order to further discuss my background. Please call me at (777)-491-2383 or I can be reached by email at [email] to set up a time that is advantageous to both of us.

Sincerely,

Cyril Goulet

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