

**INSERT YOUR CURRENT ADDRESS HERE**

**INSERT CURRENT DATE**

Mr. David Piraino  
Director of Human Resources  
Catholic Relief Services  
209 West Fayette Street  
Baltimore, MD 21210-3443

Dear Mr. Piraino:

I am writing to express my interest in the position of Regional Advisor for Monitoring and Evaluation in Skopje, Macedonia that was advertised through the Woodrow Wilson School's Office of Graduate Career Services. I will be graduating in June with a Master in Public Affairs degree and feel that my interests, academic training, and professional experience can make an effective contribution to your team.

As a native of Lima, Peru, I have witnessed many of the social and economic challenges facing developing countries. Working in the Peruvian financial sector I strengthened my quantitative analysis skills and gained an understanding of various sectors in the local economy. I came to understand both the possibilities and limitations of a purely market-driven approach to economic growth.

As a consultant with the Inter-American Development Bank in Washington, I addressed key development questions while strengthening my research and writing skills. My experience in a multilateral financial institution reminded me of the need to complement this work with a more empowering and less intrusive path to development. I am currently a teaching assistant for Princeton University's undergraduate Latin American Politics class where I have been able to increase my world knowledge and enhance my presentation skills. My academic training both at Princeton and at Notre Dame has equipped me with a deep understanding of development issues as well as provided me with a rigorous background in economic, political, and organizational analysis.

I am attracted to the various work opportunities within Catholic Relief Services and would greatly appreciate meeting you to discuss how my skills might fit the needs of this organization. I have enclosed my resume for your review. Please feel free to contact me at 123-555-1234 or abc@princeton.edu. Thank you for your consideration. I look forward to hearing from you.

Sincerely,

Your Name