

JOHN R. COLLINS

1193 Rugby Place
San Francisco, California 90032

E-mail: JRC@mindspring.com

Cell: 903-222-9793
Work: 903-339-3398

November 3, 2018

Dr. Katrina K. Slovisky
Hospital Medical Specialists, Inc.
4 King's Cove Drive
San Francisco, California 90315

Dear Dr. Slovisky:

I would like to be considered for your opening for a Research Manager because I am seeking the opportunity for greater responsibilities that your opening provides. I have both a Master of Science and a Bachelor of Science degree in biology, am Certified as a Medical Technologist, and am a Registered Dietician. I have over 18 years of experience working in clinical laboratories, and approximately 10 years of experience as a supervisor. As my enclosed resume shows, I have won awards for my contributions as an employee, have written numerous articles published in scientific journals, and have made a presentation regarding significant research to the National Convention of Researchers.

As a supervisor, researcher, writer, and presenter, I would like to apply my education, skills, and experience to working for Hospital Medical Specialists, Inc. in particular because of your reputation as the premier research facility in the United States. Your scientists are known for their commitment to excellence. I would like to work in your opening for a Research Manager in particular because your extensive grants would allow me to train staff to conduct the research necessary to prevent some of the world's most deadly diseases for which I share your commitment to finding cures.

I would like the opportunity to meet with you in person. You can reach me at 903-222-9793. Thank you for considering me as an applicant, and I look forward to talking with you soon.

Sincerely yours,

John R. Collins

Enclosure (Resume)