



**Model of database administrator cover letter**

November 17, 2017

Mr. Petitjean  
Director of Human Resources  
XXXXXXXXXX  
1 Vimy Place, Suite 12589  
Ottawa, Ontario H3B 4R4

**RE: Application for database administrator, reference ADMIN30**

Dear Sir:

I would like to apply for the position of database administrator, which I saw posted on [www.itjob.ca](http://www.itjob.ca). I am very interested in working for your company because of its reputation, the quality of its services and the complexity of its information system.

I love computers in general and managing corporate information systems in particular. My education and rich and diverse professional experience, along with my various certifications, have allowed me to reach a very interesting, recognized skill level. Through my various jobs, I have also developed excellent listening and teaching skills.

I am convinced that my expertise, combined with the know-how of the current team, would be very rewarding for your company, and I reconfirm my great interest for this position. I would like the opportunity to discuss my qualifications in greater detail, and am available to come in for an interview at a mutually convenient time.

Yours truly,

*Pascal Simon*

Pascal Simon