

# FIRST M. LAST

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January 15, 2015

Sarah Jacobson  
Personnel Director  
TransWorld Corporation  
920 West 67th Street  
Cleveland, OH 53610

Dear Ms. Jacobson:

In response to your posting for a Compliance Analyst at TransWorld Corporation, I am submitting my resume for consideration. I was pleased to learn of the opening because I hope to begin my career working with a growing corporation such as TransWorld. Additionally, I spent my undergraduate years in the Cleveland area and look forward to returning to the area to begin my career.

I will graduate with a dual JD/MBA degree in May 2015. My coursework has allowed me to develop a strong business law background. I have taken all the courses dealing with the Uniform Commercial Code, including Commercial Paper and Secured Transactions. In addition, I am currently completing the final requirements for my MBA, including a project in which I am analyzing Sarbanes-Oxley compliance for a major international corporation.

Furthermore, I have also gained practical legal experience during law school by clerking for a law firm focusing on bank clients. While there, I researched banking regulations, wrote memoranda explaining my findings, and suggested courses of action.

I would welcome the opportunity to meet with you to discuss my qualifications in greater detail. Thank you for your time and consideration.

Sincerely yours,



First M. Last

Enclosure