

# Your Name

3931, Ferrell Street,  
Bemidji, MN 56601.  
218-368-7438  
[davidchandler@example.com](mailto:davidchandler@example.com)

Date:

Hiring Manager,  
DrillCo Ltd,  
Stewart Street,  
Indianapolis, IN 46254.

Dear Ms. Jane,

I am writing this letter to show my keen interest to join your gas and oil extraction company as mud logger. With my prior experience and job-specific skills, I will be the perfect pick for the job role at your company.

I previously worked as a geology mud logger at Petrobras, Inc where I learned how to do In-depth cutting, monitoring gas chromatography, collecting and analyzing geologic samples, monitoring real-time drilling etc. I am a geology degree holder and proud to inform you that I am currently doing my masters in hydrogeology which makes me a qualified candidate for this position.

I have a considerable amount of experience in drilling equipment operations and supervising them. I have travelled various client sites in remote areas as a supervisor for my previous employer where I applied my multitasking skills and hydrocarbon shows, drill cuttings and mud parameters knowledge to bring success in each project. With my analytical, teamwork and thrives under pressure skills I am confident that it would be a plus addition for your company and the staff.

I will be waiting for a response from you about the position and would like to talk with you more further about my background. I will contact you within a week to follow up on my resume. Meantime please feel free to contact me at any time via my phone number (+8)888-888-8888 or via email [name@example.com](mailto:name@example.com) to arrange a meeting.

Thank you for your valuable time.

Sincerely,

Your Name