

January 1, 2024

Celia Alvarez

Senior Hiring Manager
Philadelphia Airport
(987) 654-3210
calvarez@philadelphiaairport.com

Dear Ms. Alvarez:

As you can see from my attached resume, I have over five years of security experience and a strong background in crisis management. During my time with the U.S. National Guard, I managed security operations and identified potential security threats to high-risk personnel. My military experience would be a strong asset to your team in the senior security officer role.

I understand the Philadelphia Airport is looking for a candidate to enhance security protocols and mitigate the risk of unauthorized access. While stationed at Carlisle Barracks, I verified security clearances for access control and monitored parameters to identify potential threats. I can achieve similar results for your organization based on my previous successes:

- Managed security operations for VIPs and special military events, prepared incident reports, and identified potential security threats to high-risk personnel
- Led a tactical unit of five military police officers for surveillance operations, provided training, assigned responsibilities, and ensured compliance with military security protocols
- Operated and managed complex security systems with multiple CCTV cameras and monitoring equipment, which included performing routine maintenance

I'd like to set up an interview to discuss how my military background and security expertise can help ensure the safety of your passengers and personnel. Please feel free to contact me with a time that works best for your schedule. Thank you for your time and consideration.

Best regards,

(Insert Signature Here)

Hideo Araki