

# Lily Fraser

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Phoebe Wong  
Guidehouse  
123 Your Street,  
Houston, TX 12345  
(123) 456-7890  
example@youremail.com

[month, day, year]

Dear Ms. Wong,

Spearheading a project to enhance a major client's application and reducing its crash rate to less than 0.01% was my most significant professional achievement in 2020. I am excited to apply my extensive technical knowledge and problem-solving skills in the Software Developer role at Guidehouse.

Guidehouse's aim of helping businesses meet their goals and improve their services through intelligent software design is the perfect fit for my skill set and previous experience. I believe that my keen analytical ability and troubleshooting skills can make me an asset to your company. My recent accomplishments include:

- Collaborating with a client to generate a software solution for his company that boosted its online revenue by 43% in a single fiscal quarter
- Delivering 75% of my projects ahead of schedule and 100% on time without compromising on accuracy or quality
- Receiving praise at every annual performance review for my efficiency, teamwork skills, and attention to detail

I would like to arrange an interview to discuss how my 3 years of industry experience and dedicated work ethic can allow me to provide excellent service for your customers in 2021. Please don't hesitate to get in contact to schedule a meeting.

Sincerely,

Lily Fraser

P.S. I would like to share why I was honored as my company's Employee of the Month in December 2020.