

# Julie Andrews

Seattle, WA 98199  
(206) 310-5555 | julieandrews63@gmail.com  
<https://www.linkedin.com/in/julie-andrews/>

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October 21, 1963

Captain Von Trapp  
Von Trapp Household  
124 Fake Street  
New York, NY 10010

To Whom it May Concern ,

Thank you for the opportunity to apply for the Governess role at Von Trapp Household. After reviewing the job description, it's clear that you're looking for a candidate that is intimately familiar with the responsibilities associated with the role, and can perform them confidently. Your job posting specified the following qualifications:

- Experience managing people in a fast-paced retail front end environment.
- Cash and inventory management experience.

Per my attached resume, I bring the following to the company:

- Seven years of experience managing people in a front end atmosphere in major grocery store chains.
- 10 years of experience running various retail cash counting and management systems, and inventory management software.

After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at [\(206\) 310-5555](tel:(206)310-5555) or via email at [brantearly@gmail.com](mailto:brantearly@gmail.com) to arrange for a convenient meeting time.

Thank you for your consideration. I look forward to hearing from you soon.

Sincerely,  
Julie Andrews