

# Sample cover letter

[Experience](#), [Human Nature](#)



Sample Cover Letter #1 Your Name Address City, State ZIP Code Phone Date  
Name/Address of Person Receiving your letter Dear Person's Name: I am very interested in the Fitness Director position opening at the Los Gatos Sports and Wellness facility. I have a strong educational background and several professional health and fitness experiences which I feel uniquely qualify me for this job opportunity. I am currently a certified personal trainer and am completing my degree in Exercise Science at the University of New Mexico. My education and professional background has provided me extensive organizational and managerial experience.

For instance, in my internship at CitiWorld I helped to establish the fitness class program, market it, and was closely involved in designing the assessment and prescription exercise system now utilized. My Bachelor's Degree in Exercise Science is a comprehensive education in anatomy, kinesiology, management concepts in sport and fitness settings, worksite wellness, fitness assessment and prescription, stress testing, EKG, and athletic training. I have also taken courses related to fitness for special populations, such as the elderly.

I enjoy working in the fitness industry and feel I am most capable of developing great rapport with the people I help. I am reliable and dependable and take great pride in my performance as a professional. I am committed to working hard and seeing the challenges I accept lead to successful outcomes. In addition, I am an energetic team player who works well with co-workers and colleagues. Thank you for providing this opportunity. I would enjoy being a part of your organizational team and look forward to speaking with you in the near future. Sincerely,