

**Technical Writer
FrameMaker Expert
XML & Structured Author
Technical Illustrator**

Pam Brown

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Merrimack Software Associates
78823 Coriander Lane
Bethesda, MD 20827

RE: Technical Writing Position #45367 [or "Technical Writing Position advertised in The New York Times, September 19, 2009"]

Dear Ms. Fletcher, [or skip it if you do not know the name of the person]

I've been writing technical documents of all kinds for the last 12 years.

User Guides, System Administration Guides, Quick Startup Guides, Release Notes, Help Files, and Installation Guides are some of the software and hardware documentation I've designed and written for Fortune 500 corporations like Xerox, Quaker Oats, and Oracle.

I believe my qualifications make a perfect match for your requirements:

- Master's Degree in and an excellent command over English.
- An eye for print and web design.
- RoboHelp certification.
- FrameMaker expert.
- 3 years of expertise in XML and structured authoring methods.
- Great team worker who loves to interview SMEs.

As explained in more detail in the resume that I'm enclosing with this letter, I'm an innovative and experienced technical communicator who can contribute to the productivity and success of your documentation department.

Please let me know if you have any questions and I'd be happy to answer them for you right away.

Looking forward to meeting in you in the near future.

Sincerely yours,

Pam Brown

Enclosure: Resume