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# Example of Acquisitions Librarian Cover Letter

18399 Colton Ramp
Wolfffort, WV 84850

**Dear Sawyer D'Amore,**

I am excited to be applying for the position of acquisitions librarian. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for leadership to and promotes awareness of new and emerging technologies to improve the patron experience and library services.

Please consider my qualifications and experience:

* Thorough understanding of the bibliographic apparatus, both from data management and user access perspectives
* Flexibility to work independently and as part of a team in an environment with many interruptions
* Medical terminology sufficient to discern content relationships of significance to our systems and services
* Potential for growth, in broader aspects of resource management
* Knowledge of academic health sciences, preferably including related subject expertise in the biosciences
* Demonstrated broad knowledge of library discovering environments, office automation software, and online resources
* Rarely use a telephone, operate hand control
* Demonstrated interpersonal skills and strong written and oral communication skills

**Thank you for taking your time to review my application.**

Sincerely,

Quinn Grady