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# Example of Acquisitions Librarian Cover Letter

45827 Hilll Curve  
South Troybury, AL 39968-6801

**Dear Dylan Hilpert,**

I would like to submit my application for the acquisitions librarian opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for insight and analysis of pre-owned helicopter market, emerging trends and demand/supply dynamics to the wider Milestone team.

Please consider my qualifications and experience:

* Prior accounting or budget experience or college-level accounting course work
* Knowledge of legal materials and sources
* Participates in the library’s liaison program
* Engages in librarianship, scholarship and service in accordance with departmental standards for promotion and tenure
* Participates in library, university, and professional committees
* Evidence of successful and creative management of staff and operations
* Demonstrated knowledge of trends in scholarly communication
* Experience working collaboratively with teaching faculty

**I really appreciate you taking the time to review my application for the position of acquisitions librarian.**

Sincerely,

Skyler Ryan