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# Example of Reference Librarian Cover Letter

28589 Lang Pine  
Port Coletta, OR 96256

**Dear Casey Lynch,**

Please consider me for the reference librarian opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for additional legal research instruction such as class presentations, targeted instructional programs, library tours or continuing legal education seminars.

Please consider my experience and qualifications for this position:

* Demonstrated familiarity with science or engineering disciplines
* Self-motivated, superior attention to detail, excellent organizational skills
* Academic or equivalent reference or public services experience
* Experience working with online information resources
* Experience with citation management tools, such as Zotero or EndNote
* Understanding of the importance of information literacy in developing student learning in an academic institution
* Experience with curriculum and instruction and formal teaching
* Previous reference experience desirable

**Thank you for your time and consideration.**

Sincerely,

Emerson Quigley