**Sally Jones**

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Dec. 16, 2016

George Kerry

Director of Shipping

Amazon – Los Angeles Area Warehouse

412 Santa Ana Dr.

Los Angeles, CA, 90210

(213) 454-5544

gekerry@amazon.com

RE: Delivery Driver Position

Dear Mr. Kerry:

I am writing to apply for the position of Delivery Driver for Amazon, out of the Los Angeles area warehouse. I have over four years of experience driving delivery, and I am confident I could be a great addition to Amazon’s delivery driver fleet. I currently work as a driver for a local courier company – a position that involves a huge volume in daily deliveries. I have also been involved in some logistics planning, including devising more efficient routes and saving my company an estimated $1000 dollars in gas per month. They have since used this more efficient method with all drivers, saving upwards of $5000 monthly.

Beyond simple savings and volume, I have a real knack for customer service. I have received 95% positive feedback in customer surveys. I am also a safe and meticulous driver – I have been in no accidents in my four years at my current position.

Furthermore, as a driver for a water supply company, I delivered extremely heavy loads, and did so with the utmost safety on the road and in loading and unloading. I have driven loads of over 15 tons through urban Los Angeles, and across the area’s highways. Finally, I possess a “Class A” California Driver’s License and recently received my HazMat endorsement, certifying me to drive and deliver any commercial cargo.

Between my years of experience and skills as a driver, I am confident I would be a fantastic addition to Amazon’s fleet of delivery drivers. If you are so inclined, I would jump at the opportunity to visit you for an interview. Thank you for your time and consideration of my application. I look forward to hearing back from you at your convenience. Thanks again.

Sincerely,

Sally Jones

Enclosed: Resume