

# Translator Cover Letter

6494 Sanford ForkPfanerstillhaven, MD 46412

**Dear Oakley Braun,**

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

Previously, I was responsible for an optimal translation methodology and a Communication process that provides a regular status updates on translation assignments and sharing of translation collateral with other Xilinx teams to ensure the most effective execution.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Mature individual with excellent grasp of English & Thai languages
- Well read and has broad knowledge of numerous subject matters
- Keen interest in acquiring new knowledge
- Internet savvy and some IT knowledge preferred
- Hardworking and a team player
- A minimum of 6 months professional experience as a full-time translator, such as an internship
- Excellent knowledge of Danish and English, both written and spoken
- Experience translating from American English to Danish strongly preferred

**Thank you for considering me to become a member of your team.**

Sincerely,

Spencer Conroy