*Date*  
  
*Name of Authority*  
*Designation/Title*  
*Company Name*  
*Company Address*  
  
Dear Ma'am/Sir *or* Ms./Mr. Last Name,  
  
I am an interior designer with two years of professional experience, now seeking newer professional challenges by entering the field of advertising. I understand yours is a renowned organization in the field that hires only the best you can get. However, I would request you to consider my application for the position of *job title (say junior copywriter)* in your esteemed organization.   
  
The reason for a career change is the realization that the field of interior designing is not suited to the kind of challenges I am seeking within a job, and based on my research, I believe I can do much better in field such as advertising. I am convinced that the skills I have developed on the job as an interior designer will be useful in the position I am seeking at your organization. I have been appreciated for the following skills that I find relevant to the new position I am applying for:

* **Persuasive Communication**: The ability to easily develop a rapport with clients has been one of my key strengths, which in itself allows me to be more convincing and opens them up to accepting my ideas. I am sure this ability to connect with the client will help me as a copywriter as it is this skill that the job is most dependent upon.
* **Time Management**: The field of interior design is highly dependent on projects completed within stringent deadlines, a skill that I have mastered over time. This skill can easily used in the pressure-driven environment in advertising.
* **Organization and Teamwork**: No project in the field of interior design is a one-man show, and only teamwork and good organizational skills can produce remarkable results. Similarly, in advertising, each department is responsible for creating a convincing final product. I have been able to develop these organizational and team working abilities over the 2 years that I have worked as an interior designer, skills I believe will definitely help me in this new position.

I think it is never too late to seek the satisfaction one desires from a job, as long as one has the passion to learn and strengthen one's abilities in any given field of interest. I will deeply appreciate it if you consider me for this job, and grant me a personal interview where I will be able to demonstrate my skills better for the position I am seeking. I may be contacted on the number or e-mail address I have provided below.   
  
Thank you for your time and consideration.   
  
Sincerely   
  
(Signature)  
  
*Name of the Applicant*  
*Phone Number*  
*Email Address*  
  
*Encl: Resume*