

September 22nd, 2020

Dear _____

I am writing to apply for the position of the Clinical Research Associate. After reviewing the job description, I believe my experience makes me an excellent fit for the position. I recently graduated from _____ and hope to eventually pursue a Ph.D. _____.

At _____ University, I worked with Dr. _____ in her _____ Lab for three years. During my time in the lab, I worked on studies in which I investigated _____ in children ages _____. Over these three years, I *[talk about general responsibilities]*. In addition, I was awarded research funding for my involvement in two different projects investigating children's cognitive abilities through the development of novel study paradigms. *[talk about specific projects you engaged in and what your responsibilities were]*. With these projects, I was fully trained on the protocol and participated in all aspects of study execution including scheduling, consenting, and running participants. *[tie in how your experiences can be applied to the position you are applying to]*.

Aside from my experience at Boston University, I have also worked with Dr. _____ at _____ University's _____ Lab. I assisted with *[talk about responsibilities in lab]*. I helped to clean electrocardiogram data examining *[more information on what you did in the lab]*. Working closely with this population fostered an interest in *[again tie in how your experienced can be applied]*.

Due to my various research experiences, I have obtained the skills to be a successful _____. I have extensive experience with human subject research and am comfortable confidentially interacting with children and families in a research setting. In addition, I have collaborated on many studies, with various types of behavioral and biological data, and am capable of overseeing data collection, entry, and analysis. Finally, through my experience as a database manager, I was exposed to the administrative side of research and was able to develop organizational and detail-oriented skills. With all of my experiences, I have worked in collaborative and dynamic team-driven environments, where I was given individual responsibility to oversee my own projects but reported back to a supervisor for feedback.

All of my research experiences have fostered an interest in *[go into what your career aspirations are and how this position will help you achieve that goal/ learn new skills]*. I am very excited by your ongoing research *[talk about lab's research and why you're interested in it]*.

This position would provide me with a great opportunity to gain hands-on experience with _____. I would love to discuss the specifics of the position and research further. Thank you for your consideration.

Best Regards,
