**IMA KNIGHT**

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April 4, 2024

Louisville Metro Government

Public Health & Wellness

517 Court Place

Louisville, KY 40202

Dear Hiring Manager,

It is with great interest that I am applying for the Laboratory Supervisor position at Louisville Metro Government. I appreciate your organization's commitment to providing innovation support to create a world-class city. I hope to bring my communication skills, analysis skills, and knowledge of laboratory testing to the department of Public Health & Wellness. I believe that my education and work experience has prepared me to make a positive addition to the team.

In May, I will obtain my Bachelor of Science in Biology from Bellarmine University, where I have developed technical laboratory skills as well as communication and critical thinking skills. My minor in Psychology has also taught me how to evaluate and apply basic research methods, including analyzing and interpreting data. Since January 2023, I have been working as a Laboratory Technician with Louisville Metro Government, where I test up to 20 samples per day and store them safely and efficiently. I also communicate with laboratory personnel regarding test results, and I manage inventory of supplies. While the technical skills I have developed in this role are important, equally significant are the relationships I have built with my colleagues and the dedication I will continue to bring to the department of Public Health & Wellness.

I'm very excited at the prospect of serving Louisville Metro Government as a Laboratory Supervisor. The experience and skills I have developed as a current employee, along with my educational background will help me excel in this role. I look forward to speaking with you soon about the contributions I could make to the team. Please feel free to contact me via phone at 502-555-1950 or by email at iknight@bellarmine.edu. Thank you for your time and consideration.

Sincerely,

Ima Knight