

Post Office Box 140000
Daytona Beach, FL 32114

December 9, 2012

Mr. A. V. Ation
Safety Manager
Fictitious Airways
555 Airplane Drive
Saddle Brook, NJ 07663

RE: Interview for Aviation Safety Intern position on December 8, 2012

Dear Mr. Ation:

Thank you for your time and consideration in hiring me as an Aviation Safety Intern with Fictitious Airways. It was a pleasure talking to you over the phone and learning about your operations and flight safety department. As I stated in our conversation, this internship would provide a well-rounded opportunity to learn the inner workings of a safety department. The exposure to all four of the department's areas (Environmental/OSHA, Workers Compensation, Internal Evaluation, and Management of Health In-flight) as well as the responsibility of the large project will be informative and challenging, and I am very excited about this opportunity.

I strongly believe that my past experience in the U.S. Air Force and with large research projects will greatly benefit this internship position. The classes I've taken thus far will be of use in the areas of accident investigation, operations safety, human factors, industrial safety and operations research. My ability to learn quickly and work well both individually and as a team member will prove to be useful as well. As we discussed, although I am not currently a pilot, it is a goal that I plan to achieve as soon as possible, as my passion and desire to work in the aviation industry is great. Since you appeared very interested in the study I completed regarding the inclusion of cargo aircraft in airport indexing, I have attached the article I wrote for *ARFF News* for your review.

Again, thank you for your time and consideration. I feel that my experiences and skills can help support Fictitious Airways' Safety Team, and I look forward to hearing your decision. Please feel free to contact me at 847-XXX-4099 or John.Smith@my.erau.edu.

Sincerely,



John Smith
386-555-5555
John.Smith@my.erau.edu

Enclosure