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# COVER letter

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# Jim Gordon

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**January 5, 2015**

Bruce Wayne  
CEO, Wayne Enterprises  
101 Money Way  
Gotham, NY 00111

**Dear Mr. Wayne:**

Please find my resume, references, and application enclosed for the security listing as advertised in The Gotham Times.

As an inspector for the Gotham City Police Department (GCPD), I have brought to justice nearly 400 criminals, solved 10 cold cases, and broken up two crime rings. I hold all current, necessary certificates, licenses, and background checks and am compliant with all state and city mandates pertaining to police officers. While I have done meaningful work for Gotham and am proud of what I have accomplished, I am ready for a different kind of challenge.

Over time, I have built and honed a varied and strong skillset that I am eager to lend to Wayne Enterprises. My ability to assess situations, analyze data, create actionable plans, and lead others directly translates to the private security field. In addition, the network I've established over the past fifteen years at GCPD will prove beneficial to Wayne Enterprises as I will be able to bridge the knowledge and data gap between both entities.

I look forward to hearing from you in the near future. Thank you for your time in considering this application.

**Sincerely,**

**Jim Gordon**