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February 10, 2021

Dr. Alexander Carton
Professor of Neurobiology, University of Pittsburgh
1000 Greek Street
Pittsburgh, PA 15213
alexander.carton@pitt.edu (not real professor)

Dear Dr. Carton,

I am excited to submit my application to be considered for the research assistant position on your Neuroscience Research team. As a Neurobiology major, I have gained the knowledge and experience necessary to contribute to your research on neural circuit organization and function. My skills, combined with a fervent interest in your research on the mechanistic basis of neurological disorders, make me an excellent fit for this role.

In my Neurobiology Lab, I sectioned the brain tissues of a rabbit and a sheep, earning a perfect score for following the correct protocol. For an Advanced Neurobiology project, I used EEG equipment to map the brain activity of two classmates while they completed memory tests. We analyzed the resulting data to compare their short term and working memory abilities. I took the initiative to gain more experience analyzing data by using PyMVPA software for neural decoding with the guidance of my faculty mentor.

Last year I discovered my skills in scientific writing. My professor selected my piece on molecular genetics to use as an example for future students. I have continued improving my skills by meeting regularly with a tutor at the Writing Center and am confident that I would be an excellent co-author in one of your formal publications.

Prior to freshman year, I shadowed a neurologist specializing in work with Alzheimer’s patients. Observing her work gave me a unique perspective of neurological disorders, as well as a passion for finding cures. I have further developed that passion by volunteering as a learning aide at a dementia care facility, where I observe and record results of cognitive tests. I was captivated by your recent research on the relationship between neural circuit architecture and working memory, as well as the positive implications it holds for patients suffering from dementia. I hope for the opportunity to contribute to your future findings on cognition and memory.

I plan to devote my career—as you have—to increase our understanding of the brain and improve the lives of individuals with neurological disorders. Your lab perfectly aligns with my scientific and medical interests. I would appreciate the opportunity to discuss your research project with you and the contributions I can make as your research assistant. Thank you for your time and consideration. I can be reached at x cell and x email.

Sincerely,

Sydney Darnay

* ***Introductory paragraph: express your excitement for the research assistant position.***
* ***2-3 middle paragraphs: demonstrate how your skills, experience, and passion make you the best research candidate.***
* ***Closing paragraph: reiterate your unique fit for the role and request an interview.***