**Robert Smith**

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**FBI Special Agent**

[Today’s Date]

[341 Company Address]  
[Company City, State xxxxx]  
[(xxx) xxx-xxxx]  
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

As a long-time fan of the Federal Bureau of Investigation, and with my passion for crime investigation, I was elated to see your opening for the FBI Special Agent role. I have strong knowledge in the fields of criminal, civil, and probate laws. These combined with my educational background and basic computer knowledge would help me to take up the role of FBI Special Agent, and contribute to the success of the FBI's goals.

Highlights of my skills and accomplishments that will help my role as an FBI Special Agent include:

* I have been the chief personal security to several high-ranking officials in \*\*\*\*, such as \*\*\*\*\*\*
* I have been known for my time management skills, and I have effectively managed multiple felony investigations at a time and managed to solve them all within a given time.
* I have operated as the \*\*\*\*, which has helped the narcotics bureau in one of their key operations in the year \*\*\*\*\*
* I am known for my coordination and managerial skills, especially during the undercover narcotics operations where I led a successful bust.
* My paperwork is also always on the point that the prosecution in court will be seamless.

As a Special Agent at \*\*\*, I have also trained a few trainees in many aspects of investigation and security, such as forensics, evidence collection, interrogation, etc. I hope that my skills and experience enable me to become an ideal candidate for this role. If my skills match your requirements, please contact me at ( ) or mail me at ( ) to schedule a meeting. I look forward to learning more about the FBI Special Agent post. Thank you for your consideration.

Sincerely,

[Your Name]



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