



**Pete Thottam (JD MBA)**  
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Dear Recruiting Representative:

I am a Boalt Law School and UCLA Anderson business school graduate with more than 8 years of legal (litigation and transactional) and e-commerce/graphic design business experience (WordPress & the full range of Adobe Creative Cloud products, including Adobe Photoshop, Dreamweaver & Premiere Pro). I believe I am a solid match for the position that your firm is seeking to fill. I live in Venice, CA with my wife and son and would welcome an opportunity to interview with you and your firm.

### **BACKGROUND**

My resume accompanies this cover letter. Upon review, you will see that I have worked in a variety of industries, including information technology, investment banking, law, sales and real estate. Periods with short tenure were direct results of recent economic downturns.

### **MY CAREER GOALS AND CURRENT SITUATION**

I graduated March 2006 with an MBA from UCLA Anderson and in 1999 with a law degree from Boalt Law School at UC Berkeley. I've worked for a number firms and have successfully prosecuted several trials. I am now looking for contract and/or permanent work with a Los Angeles area firm. I would welcome an opportunity to further discuss my skills and this position. If you have questions or would like to schedule an interview, please contact me by phone at (310) 497-7255 or by e-mail at [petethottam@gmail.com](mailto:petethottam@gmail.com). I have enclosed my resume for your review. I look forward to hearing from you.

Sincerely,

Pete Thottam

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*Resume Enclosure*